



COST Action FA1408

Action Title: A European Network for Foodborne Parasites (Euro-FBP)

Minutes from Management Committee Meeting

Rome, Italy

16 May 2017

Inclusiveness Target Countries: Bosnia-Herzegovina, Bulgaria, Cyprus, Czech Republic, Estonia, Croatia, Hungary, Lithuania, Latvia, Luxembourg, Malta, Montenegro, Poland, Portugal, Romania, Slovenia, Slovakia, the former Yugoslav Republic of Macedonia, Republic of Serbia and Turkey.



1. Welcome to participants

2. Verification of the presence of two-thirds of the Participating COST Countries or, if applicable, a quorum

More than two-thirds of partner countries present.

3. Adoption of agenda

The agenda was unanimously adopted by the MC.

4. Approval of minutes and matters arising of last meeting

Minutes were approved.

5. Update from the Action Chair

a) Status of Action: start and end dates of Action, participating COST countries, participating NNC/

IPC institutions and Specific Organisations.

There are currently 30 partner countries, 2 NNC, 1 IPC (Canada and Iran in the process of being included) and 2 specific organizations ECDC and EFSA.

b) Monitoring of the Action

The midway report has been submitted and we are awaiting comments from external reviewer (Andy Thompson)

c) Criteria for attendance at meetings (where over-stretched)

- In light of our challenges with more interested attendees than there is room for at the Rome meeting, the MC needs to find a set of criteria to ensure that to the most appropriate people attend the various meetings and that we are both inclusive and fair. The general COST rule is that both (if applicable) MCs should have the opportunity to attend, however, when they are not planning to attend it is their responsibility to turn down the invitation in due time, so that someone else (MC sub or WG member) can take their place.
- Some MC members have been more or less inactive (minor contributions towards the goals and outcomes), and we urge the members from these countries to notify their COST National Coordinator (can be found on the official COST homepage under each country).
- Although we have tried to locate our meetings in less expensive countries, to keep costs low and thus enable more members attending, it was emphasized that this should be our priority also in the future.
- Another way to keep our costs down is set an upper limit for long distance travel (airfare). It was agreed that this limit should be € 400, and that if this is exceeded it must be justified, i.e., there were no other tickets available. When tickets are booked well in advance of a meeting, there is usually not a problem to get tickets below € 400 within Europe. If attendees book late and therefore have been unable to obtain a cheaper fare, their reimbursement will be limited to €400.
- Principal investigators, and others with own budgets for travel, are encouraged not to ask for reimbursement from COST. This way other members, without such funding, from their group/country will have the possibility to attend. This is especially important for Early Career Researchers, who are in greater need to expand their professional network, but are often NOT MCM and therefore are not first in line for invitation.
- The MC agreed that this was a moral imperative for PI and established researchers who are MCM, but it seems difficult to find a fair way to ensure that ECI to always have the opportunities to attend.

6. Update from the Grant Holder: Action budget status (Kristoffer Tysnes)

The budget of the 3rd Grant Period includes funds for 3 meetings, 1 training school and 5 STSM.

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7. Presentation (15 min) from COST Scientific Officer (Ioanna Stavridou)

New member categories New networking tools: conference grants. Phd students/ECI from inclusiveness countries, etc. Presentation will be uploaded to www.euro-fbp.org.

8. Short Term Scientific Missions (STSM): review of completed reports and new applications (Kristoffer Tysnes with input from Ricardo Santos)

6 STSM were successfully completed during the 2nd Grant Period with an average duration of 17 days. Of the 5 trainees, only one is registered as Early Career investigator, and the STSM coordinator should put emphasis on urging more of the young researchers to apply for STSM.

9. TS – planning (Karin Troell / Gunita Deksne, with input from Ricardo Santos)

Karin Troell presented an outline of the programme for the TS. The application will be distributed before the end of May.

10. Implementation of COST policies on:

- a) Promotion of gender balance and Early Career Investigators (ECI) (Kristoffer Tysnes – input from Smaro Sotiraki & Michal Slany)

There is a slight skewed gender balance, in favour of males. This is most prominent for the WG leaders, however, among all members the 54.2 % are male and 45.8 % are female.

The ECI forum will organize a workshop during this Grant Period. It was suggested that we create a separate section for ECIs on our homepage, where job opportunities within the network can be posted.

- b) Inclusiveness and Excellence (see below list of Inclusiveness Target Countries)

11. Follow-up of MoU objectives: progress report of working groups (all WG leaders)

Presented earlier in plenary session.

12. Scientific planning

- a) Action Budget Planning

This will be followed up later in the GP.

- b) Long-term planning (including anticipated locations and dates of future activities)**

1st meeting Rome (May 2017)

2nd meeting Portugal/Poland (September/October 2017)

3rd meeting Netherlands (January 2018)

Training School Portugal (September 2017)

- c) Dissemination planning (Publications and outreach activities) – (input from Miha Skvarč)**

It was noted that it is possible to apply for a COST dissemination grant. Miha Skvarc with the input from **Karin Troell / Gunita Deksne and Ricardo Santos** will start organizing an educational video based on the activities performed on the training school in Lisbon (scenario writing, filming of the steps - where and when, editing and post production).

13. Requests to join the Action from:

- a) COST countries**

There have been no new request since the last meeting.

- b) Institutions in Near Neighbouring Countries, International Partner Countries, and/or Specific Organisations: EU agencies, European RTD Organisation, International Organisations**

Since the last meeting EFSA has been approved and Iran is close to being approved as partners. Canada has applied and the MC agreed during this meeting to continue with their application.

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14. AOB

Some people expressed some problems with clarity in the homepage of the Action and were invited by KT to come with specific inputs by email.

15. Location and date of next meeting

The next MC meeting will be held in January 2018 during the meeting in the Netherlands.

16. Summary of MC decisions

- Upper limit for airfare: €400
- Canada approved as IPC
- TS call will be distributed by the end of May. Everybody is encouraged to share the information with suitable applicants.
- When possible principal investigators, and others with own budgets for travel, are encouraged not to ask for reimbursement from COST, such that other members, especially Early Career Researchers, can attend.

17. Closing

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