WSAVA Birmingham Assembly Meeting Agenda
9:00 AM Wednesday April 11, 2012 (registration beginning @ 8:30 AM)
ICC Birmingham - Hyatt Ballroom

AGENDA:

1. **Welcome by the President** – Professor Jolle Kirpensteijn
   1.1. Recognition of VIPs/Guests
   1.2. Moment of Silence
      1.2.1. Dr. William F. Jackson
      1.2.2. Dr. Hans Klaus Dreier

2. **Regrets**
   - Dr. Peter Bedford - Past President
   - Dr. John Holt - Past President
   - Dr. Gary Stamp - VECCS
   - Dr. Brian Romberg - Past President
   - Dr. Andy Sparkes - ISFM

3. **Welcome - New Representatives**
   - Dr. Kathi Brunner - Switzerland
   - Dr. Oron Prager - Israel
   - Dr. Gopinathan - Malaysia
   - Dr. Jordi Franch
   - Dr. Jim Berry - Canada
   - Dr. Taku Ishida - Japan
   - Dr. Mark Shepherd - South Africa
   - Dr. Laurel Kaddatz
   - Dr. Robert Manko

**Substitutions**
- Manolita Moore - WVC
- Dr. Chris Walster - WAVMA
- Dr. Vivienne Lintott

**Termination of Membership**
- Jamaica
4. **Attendance, Code of Conduct and Conflict of Interest Declaration**
   Please sign on attendance sheet

5. **Adoption of the Agenda**
   
   **Motion: to adopt the agenda as tabled and/or amended**

6. **Adoption of the Jeju 2011 Assembly Minutes**
   
   Follow [www.vin.com/Link.plx?ID=5089198](http://www.vin.com/Link.plx?ID=5089198) 6. 2011 WSAVA Assembly meeting minutes FINAL.pdf.
   
   **Motion: to adopt the minutes of the Jeju 2011 Assembly meeting as provided and/or corrected**

7. **Officer’s Reports**
   
   7.1. President – Prof. Jolle Kirpensteijn
       7.1.1. Presentation of the WSAVA President’s Award
       7.1.2. Update Kenes Contract
   
   7.2. Honorary Secretary – Dr. Walt Ingwersen
   
   7.3. Honorary Treasurer – Dr. Shane Ryan
       Follow [www.vin.com/Link.plx?ID=5089198](http://www.vin.com/Link.plx?ID=5089198)
       7.3 WSAVA_Treasurers Report_Birmingham_2012 (4)
   
   7.3.1. Audited Financials 2011
       Follow [www.vin.com/Link.plx?ID=5089198](http://www.vin.com/Link.plx?ID=5089198) 7.3.1 Audit 2011
       **Motion: to accept the 2011 audited financial statements as provided by Ward & Uptigrove**
       
       7.3.1.1. 2011 Audit Management Recommendations
       7.3.2. 2012 WSAVA Budget
       7.3.3. FAC Report – Prof Ellen Bjerkas (to be presented at the meeting)
       7.3.3.1. Revised Terms of Reference
       7.3.3.2. FAC Membership
       **Motion: to re-elect Ellen Bjerkas as Chair of the FAC**
       **Motion: to accept Deborah Osborne (ASAVA) as member**
       **Motion: to accept Mark Shepherd (SAVA) as a member**
   
   7.3.4. Nomination and acceptance of WSAVA auditor
       **Motion: to re-appoint Ward & Uptigrove to be the WSAVA auditor for 2012**
       **Motion: to accept the Honorary Treasurer’s report**
       **Motion: to accept the Officers’ and FAC reports**
   
   7.3.5. 2009 Transactional Review and Australian undertaking - Update: *in camera*

8. **Strategic Plan** - Prof Colin Burrows
   
   
   8.1 WSAVA SWOT analysis
   
   Follow [www.vin.com/Link.plx?ID=5089198](http://www.vin.com/Link.plx?ID=5089198) 8.1 WSAVA SWOT analysis
   
   8.2 Report from the 2011 Planning Meeting
   
   Follow [www.vin.com/Link.plx?ID=5089198](http://www.vin.com/Link.plx?ID=5089198) 8.2 Report of the 2011 Planning Meeting for WSAVA Final
9. **WSAVA Foundation** – Dr. Larry Dee

10. **Committee Reports**
   
   10.1. **Congress Steering Committee** – Dr. Nicola Neumann
   
   10.2. **Scientific Advisory Committee** – Professor Michael Day
   
   10.3. **One Health Committee** – Professor Michael Day
   
   10.4. **Continuing Education Committee Report** – Dr. David Wadsworth
   
   10.4.1. Brief Overview of WSAVA CE activities
   
   10.4.2. Sponsor Meeting Minutes
   
   10.4.3. CE Financials
   
   10.5. **Animal Wellness & Welfare Committee** – Dr. Michael Moyer
   
   10.6. **Hereditary Defects Committee** – Prof. Urs Giger
   
   10.7. **Public Relations Committee Terms of Reference** – Dr. Siraya Chunekamrai
   
   10.7.1. Rebecca George Report
   
   10.7.2. Branding and Style Guide – Prof. Colin Burrows
   
   10.7.3. Website – Dr. Walt Ingwersen

   **Motion:** to accept the Foundation and committee reports as submitted
   
   **Motion:** to accept the committee reports as provided

11. **Standardization Reports**
   
   11.1. **Renal** – Prof. David Polzin & Larry Cowgill
   
   11.2. **V5/Nutritional Guidelines** – Dr. Clayton MacKay
   
   11.3. **Vaccine Guidelines Group** – Prof. Michael Day
   
   11.4. **Global Pain Council** – Prof. Karol Mathews

   **Motion:** to accept the standardization reports as submitted

12. **Executive Board Nominations & Elections**
   
   12.1. **President** – Prof. Peter Ihrke

   **Motion:** to accept Prof Peter Ihrke as President

   12.2. **President Elect** – Prof. Colin Burrows

   **Motion:** to accept Prof Colin Burrows as President Elect

   12.3. **Vice President** – Dr. Walt Ingwersen and Dr. Adriana Lopez Quintana

   12.3.1. **Dr. Walt Ingwersen CV** - Nominated by the WSAVA Executive Board

   **Motion:** to accept Prof Colin Burrows as President Elect

   12.3.1.1. Letter of intent

   12.3.2. **Dr. Adriana Lopez Quintana CV**

   **Motion:** to accept Siraya Chunekamrai as Honorary Secretary

   12.4. **Honorary Secretary** – Dr. Siraya Chunekamrai

   **Motion:** to accept Siraya Chunekamrai as Honorary Secretary

   12.5. **Past President** – Prof. Jolle Kirpensteijn - Automatic
13. Congress Reports and Bids


13.2. Birmingham 2012 - Dr. John Williams - follow www.vin.com/Link.plx?ID=5089198
   - 13.2 Report Congress Committee BSAVA_FECAVA_Feb 2012

13.3. Auckland New Zealand 2013 – Dr. Pieter Verhoek ____________________________ 41

13.4. Cape Town, South Africa 2014 – Dr. Kevin Stevens __________________________ 42
   13.4.1. South Africa Program Ideas - follow www.vin.com/Link.plx?ID=5089198
   13.4.1 SA Program Ideas 2014

13.5. Bangkok Thailand 2015 - Dr. Kaywalee Chatdarong - pending
   Motion: to accept the Congress committee reports as submitted/presented

13.6. Congress 2016 recommendation
   13.6.1. Bids received from NAVC/AAHA CSC recommendation____________________ 44
   13.6.2. EB recommendation______________________________ 45
   Motion: that the WSAVA 2016 World Congress venue be awarded based on the recommendation of the Congress Steering Committee and the endorsement of the WSAVA Executive Board

13.7. WSAVA Member Association Reports – received by Assembly book distribution time & to be posted
   www.wsava.org _____________________________________________________________________ 46

14. New member applications

14.1. Full Membership
   14.1.1. Clinician Veterinary Medical Association of Turkey_________________________ 47
   14.1.2. Belarusian Republic Association of Doctors of Veterinary Medicine Unproductive Animals (BELSAVA)_____________________________________________________________ 48

14.2. Affiliate Membership
   14.2.1. International Federation for Animal Health________________________________________ 49
   Motion: individual motions to accept based on applications submitted

15. Association Liaison Reports

15.1. OIE
15.2. WVA
15.3. FECAVA (to be presented in the morning)

16. New Business

17. Next meeting & adjournment – Tuesday March 5, 2013 Auckland, New Zealand
7. Officer’s Reports

7.1. President – Professor Jolle Kirpensteijn

Year 2012, what’s up doc?

Time flies fast when you are having fun and fun its has been the last 3 months since Korea. The WSAVA Executive Board (EB) has not sat still and our very successful Congress in Jeju seems like it is so long ago.

The Congress in Korea was an excellent one. All honors go to the Local Hosting Committee under the leadership of Dr. Kang and hosted by the local associations, including KAHA and KVMA. They have excelled on every expectation. A super scientific program, combined with a wonderful social atmosphere at one of the World’s UNESCO heritage sites - what more could you ask for? The latest Jeju World Congress numbers have been sent to you by the time that you read this message and if you have not had time to evaluate it, please do, because it shows how hard the local team has worked to make it such a success.

After Jeju, Copenhagen, Hawaii, Berlin, Chicago, and Atlanta followed, and then a relative rest period in December, which I could spend in my real job, being a surgeon at Utrecht University in The Netherlands. I sometimes wonder if they recognize me there because I seem more gone than present!

None of the EB has had a lot of rest, however. Walt and June have put much of their efforts to get all the financials done before the end of the year. This year is extra tight because the two congresses are so close together. But knowing these two, it will be done and many thanks go to them for sure.

Walt, additionally, kick-started the GPC, the Global Pain Council, a committee that you will hear of in the very near future. During 2012, the Council will conduct research into existing pain assessment and management procedures. Based on this, in early 2013, it will produce a ‘Global Pain Treatise,’ for veterinarians around the world. The Treatise will provide a comprehensive resource on pain management and will be designed to be of daily clinical relevance. The Global Pain Council will help us to raise awareness of the importance of pain management and to deliver on our vision of an empowered, motivated and unified profession, which effectively recognizes and minimizes the prevalence and impact of pain. Please review the recent press release for more info.

David Wadsworth is going to leave us early 2012. He will be dearly missed that is for sure. David has been a steady force within the WSAVA for so long and knows everything there is to know. His greatest achievements is our Continuing Education (CE) programme (among many) and he will transfer this to his successor - Prof Jill Maddison. CE is vital to the WSAVA and as such, one of our 4 pillars or goals. I wish Jill all the success and David a lot of free time to spend with his beloved family.

My President Elect, Peter Ihrke has been quite active too, next to another tour in South America, where he taught at schools the basics of dermatology, he has been critical in the WSAVA standardization Committees and especially in the new Animal Wellness and Welfare committee, chaired by Michael Moyer. I had the pleasure to sit in during their last meeting at NAVC 2012 and I can tell you that this committee is going to rock in 2012.
Talking about standardization committees, the One Health Committee (OHC) had its meeting at the CDC (Centre for Disease Control) in Atlanta, thanks to our host, Dr. Carol Rubin. During 2011, the OHC published two scientific papers in the open access journal *Parasites and Vectors* and is currently working on a series of further review articles. The committee has identified global rabies eradication as a focus for attention and will announce exciting new initiatives to support ongoing programmes in this area next year. During the recent meeting, the committee was privileged to be able to visit the Emergency Operations Center at CDC, which is the operational hub for co-ordination of global infectious disease outbreaks. The committee also attended a lecture on the new One Health programme emerging from the US Department of Agriculture and met with numerous CDC Subject Matter Experts to discuss topics as diverse as issues surrounding the global transport of exotic animal pets and the role of dog walking in tackling human obesity.

And on the topic of obesity, the V5 nutritional assessment committee is well on its way to making a difference in pet nutrition standards globally. Clayton McKay has steered this committee to obtain its goals within a year and will step down as chair in 2012. Lisa Freeman and Gregg Takashima will take over as co-chairs. A close connection is sought and found with the Pet Nutrition Alliance, a US-based organization initiated by AAHA and endorsed by all large companion animal associations including the WSAVA. The Pet Nutrition Alliance will most likely be launched at the AAHA meeting in March 2012.

The Vice President, Colin Burrows, is focusing this year on strategy and branding. A complete new visual tool set will be developed and you will hear more about this shortly. Next to that he organized the biggest veterinary conference ever with approximately 16,000 attendees present at NAVC 2012. NAVC has been a great partner to WSAVA and we are excited that they are bidding for the 2016 World Congress. WSAVA is returning, if accepted, to the US after 26 years.

Shane Ryan, our Treasurer, keeps on improving our books and has done a superb job last year with the help of June and the accountants to get everything in order, which has been no small feat considering we did not have a lot of time to get the audit complete for our 2012 Assembly meeting. Next to that he seems to travel all over Asia and beyond, so has not had a lot of rest since Jeju.

Our newest Board member is Siraya Chunekamrai and she is responsible for our PR machine and communications. And with communication she feels like a fish in the water. Siraya kept up the pace with a smooth running board and has had little time to adjust but is doing great.

Lastly, sad news has tormented the WSAVA lately. We lost two of our valued past presidents, Bill Jackson and (Hans-) Klaus Dreier. Both wonderful people, visionaries and dedicated to the WSAVA. Both taken from us too abruptly and leaving a loving family behind. Our hearts go out to these family members and friends and we wish them lots of strength.

Life has its ups and downs; we face rough and milder waters during our quest all over the world. One thing is for sure. The WSAVA family is bigger and stronger than ever and the veterinarian is the center of animal care, wellness and welfare. Just as it is supposed to be.
7.2. **Honorary Secretary – Dr. Walt Ingwersen**

While the day-to-day duties of the Hon Secretary position ensure active and daily WSAVA involvement, the implementation of a number of initiatives and ongoing work related to the Treasury transfer have added an additional work burden to the Hon Secretary position as well as a number of other members of the WSAVA Executive Board. Based on Assembly discussions and guidance in Jeju, the diligent involvement of the FAC and our accountants, and the tireless efforts of our Treasurer and administrative assistant, these issues are quickly becoming issues of the past.

However, the Central Secretariat, now in its third full year, has been a tremendous administrative support system for WSAVA volunteers and leadership, as the WSAVA undertakes new initiatives and attendant work load. With finite human and time resources, the day-to-day administrative requirements, essential to the integrity of our “brand” and the now mandated requirements of being an incorporated, not-for-profit entity, are robbing volunteers of time that should be devoted to strategic thinking/planning and implementation of Assembly adopted initiatives. In her role as Central Secretariat administrative assistant, June Ingwersen has become critical in the areas of book keeping, assisting with the Treasury transfer, assisting the auditors in their duties, managing the logistics of various meetings (committee and Executive Board), administrative assistance for the various committees, including the Foundation, volunteer expense reimbursement, and daily correspondence.

Succession planning has also been a prominent topic for the WSAVA Executive Board, including the applicable WSAVA Committees as well. This has included the WSAVA Honorary Secretary position, with a mentoring time period being built into position transfer and an ever-expanding supportive role of the Central Secretariat administrative assistant.

While prioritization of addressing new issues/initiatives has, at times, delayed the implementation of existing ones, the outcome will have long-lasting impact as new processes and procedures are implemented to the betterment of the WSAVA as a whole. Throughout, a commitment to timely correspondence has been maintained.

This will be my last report as Honorary Secretary, as I leave this position this year to seek another position on the Executive Board. It has been a pleasure to serve you and I will hope to continue to do in years to come. I am particularly indebted to the commitment and time investment of the WSAVA President, Jolle Kirpensteijn, Hon Treasurer, Shane Ryan, and Central Secretariat administrative assistant, June Ingwersen.
7.3. **Honorary Treasurer – Dr. Shane Ryan**

Treasurer’s Report - WSAVA Accounts - January – December 2011

**Equity**

At the end of financial year 2011, WSAVA held total assets of $1,100,553\(^1\). With liabilities of $132,828, WSAVA’s total equity therefore stood at $967,725, an increase of 18% over 2010. Most of this increase represents sponsorship monies held in trust for specific funds and projects.

Total income for January to December 2011 was $915,505, while total expenses were $741,086, leaving an excess of revenue over expenditure (surplus) of $174,419 (compared with an $18,132 surplus in 2010).

**Income**

Income of $915,505 for 2011 represents an increase of 13.5% from 2010 ($792,705). This income gain was due mainly to an increase in sponsorship (up $92,220), and thus indirectly, increased management fees.

Main sources of income in 2011 were from project or fund sponsorships (50%), WSAVA Congress sponsorship and Congress payment (29%), management fees (9%) and membership fees (5%). As noted in last year’s treasurer’s report, management fees, the Congress payment and membership fees are the few unencumbered income sources available for general use & the operational expenses required to run the association. Management fees are directly dependent on the levels of general & congress sponsorship, so changes in either will immediately result in a change in monies available for running costs.

There was also a gain on foreign exchange of $35,007, compared with a loss of $45,001 in 2010. WSAVA’s Canadian incorporation means association accounting and audit reports are delivered in Canadian dollars, whilst bank accounts are held predominantly in U.S. Dollars, Euros and British Pounds. WSAVA’s income is mainly U.S. Dollars and Euros. This gain reflects the weakening of the Canadian dollar – the currency of reporting for WSAVA accounts - against its U.S. & European counterparts, resulting in relative appreciation of foreign currency reserves and income. This gain would only be realised if WSAVA funds were fully converted to Canadian dollars.

**Expenses**

Total expenditure for January to December 2011 was $741,086. This represents a 4.5% decrease in costs over the amount reported in 2010.

Major expenditure items were:

1. **Congress expenses** - $227,523 – predominantly representing the payment of Hill’s congress sponsorship to congress organisers (less the $50,000 Congress hosting fee).

\(^1\) Please note all figures are in **Canadian dollars** (CAD) unless otherwise indicated.
2. **Operating expenses** - $151,249 - these costs were associated with wages, payroll expenses, bank charges, office supplies, accounting fees, legal fees, board honoraria etc.. An additional 3 items:
   a) WSAVA Foundation donation - $9,213  
   b) Public Relations charges - $7,765  
   c) Payroll Expenses associated with secretariat work for the Foundation - $1,103  

were not allowed for in the 2011 budget and added unexpectedly to budgeted operating costs.  

3. **Executive Board meeting expenses** - $56,884. There were two executive board meetings in 2011 – at NAVC in Orlando in January & the WSAVA Congress in Jeju in October. A slated mid-year meeting was cancelled to keep help minimise board expenses.  

See the document WSAVA Operating Expenses 2011.pdf for more detail of WSAVA’s operating expenses for 2011.  

Capital assets associated with the Renal Standardisation Project are being depreciated annually on a diminishing-balance basis so as to full amortize them over the life of the project &/or any valid future use. Although this depreciation is reflected in consolidated expenses (Audit pg 4), it is debited against the renal fund account (Audit pg 8).  

### End of Year Fund Balances  

The WSAVA General Fund held $418,111. This is a fairly neutral position, having held $416,938 at the end of 2010. This fund is effectively the unencumbered assets of the association – its reserve - and is used for all general expenditure & operating costs (wages, legal, accounting. meetings etc).  

In 2011, non-fund operating costs were $254,517. Thus the reserve is approximately 1.6 times the current annual operating expense. However more realistically, if Continuing Education, a core WSAVA function is included, then operational costs rose to $351,680 giving a reserve ratio of 1.2.  

Additionally, WSAVA held monies for various funds and projects:  

- **Renal Standardisation Project** - $ 218,940 (including equipment (capital) valued at $70,946)  
- **Global Pain Council Fund** - $29,669  
- **One Health Initiative Fund** - $37,151  
- **Hereditary Defect Project Fund** – $45,183  
- **Website Development Fund** - $ 28,999  
- **Animal Wellness/Welfare Initiative Fund** - $32,955  
- **Continuing Education Fund** - $62,880  
- **Vaccination Fund** - $82,578  
- **V5 – minus $37**  

### Bank balances  

As of 31 December 2011, WSAVA held bank accounts in the following currencies:
• US$ 882,949 (term deposit and operating)
• € 47,490
• £ 29,771
• CAD $ 7,829

representing approximately US$998,217

2011 Audit

The auditors offered a “Qualified Audit Opinion” of WSAVA 2011 accounts. There are two reasons for the qualification – first is that revenue raised by fund-raising and donations is not “susceptible to satisfactory audit verification.” This disclaimer is routinely applied to not-for-profit organisations and is unlikely to be excluded in future audit reports.

The second reason is due to the possible inaccuracies in the 2010 accounts as noted in the 2011 treasury report. As the audit juxtaposes the current year with the preceding year, if the accuracy of either year is in question, a definitive comparison cannot be made. This issue should be completely resolved by the 2012 audit where two known accurate sets of accounts will be compared.

The auditors also raised three significant management discussion points:

1. Cash Management Strategy -

WSAVA's investment policy over the last 2 years has been risk averse and conservative. However as WSAVA's financial situation has now become clearer, we are assessing investing in tripartite rolling 90 day T-bill products.

We have also received advice from an investment manager suggesting conservative investment in the US$ money market. However interest rates in Canada are very low, with best returns less 0.5% in banking term deposits or in money markets.

2. Segregation of Duties -

Currently there is a lack of segregation of duties as the bookkeeper has unrestricted access to the bank account as well as the general ledger / overall financial reporting.

This first part of this statement is not fully correct. The book-keeper, Ms June Ingwersen has access to the bank accounts that is restricted to a daily withdrawal of US$10,000. Any sum above that amount must be transferred by the treasurer directly.

The treasury maintains financial oversight of the secretariat in a number of ways - receipt of monthly bank reconciliation statements; direct approval of all payments/claims and review of all supporting documents; independent, 24-hour access to bank records (statements/payments etc); and frequent teleconferences.

Due to geographical separation it is not possible to routinely view physical documents.

3. Original records -
There has been some concern expressed about providing original invoices for assessment of expense claims. As noted in the auditors’ management letter, only original invoices should be accepted for reimbursement.

However this may present certain difficulties, as originals may be required at source for taxation records. Also this requirement will likely increase the secretariat work-load and possibly affect timely reimbursement, as well as increasing costs (document storage, return of originals if required). Unless originals are required for verification purposes, we will accept electronic copies of receipts and invoices that have a signed attachment from the claimant endorsing their veracity or are certified true-copies.

We have been informed by the auditor that Canadian government agencies will accept copied documents under these circumstances.

**WSAVA Budget 2012**

The budget forecast for 2012 presented at WSAVA Jeju has been revised as more reliable data has become available - see WSAVA_Budget_2012_Original__Revised.pdf.

Despite tightening and increased fiscal oversight of expenses, resulting in an improvement in WSAVA’s financial position, the association operated at a loss in 2011, despite recording a surplus. That situation is expected to continue, and notwithstanding increased sponsorship and the resultant increased management fees, 2012 is projected to have a **budget deficit of US$45,780**. Some expenses for 2012 are unique to the year e.g. the WSAVA re-branding exercise, the legal fees required for by-laws revisions due to Canadian government legislation, but until the potential increased income stream from Congress after 2014, **operating budget deficits are likely to continue**.

**WSAVA Financial Reports 2012**

Due to the early date of the WSAVA assembly meeting in Auckland, New Zealand (likely 5th March 2013), the WSAVA auditor has indicated that it will not be possible to prepare the 2012 end of year accounts and get them audited in time to be included in the 2013 assembly book which is to be sent 60 days in advance. The accounts will likely be ready earliest 30 days prior to the meeting. At that time, these will be sent electronically to the WSAVA assembly representatives.

Shane Ryan  
Honorary Treasurer  
World Small Animal Veterinary Association
7.3.1. Audited Financials 2011

Follow - www.vin.com/Link.plx?ID=5089198 7.3.1 Audit 2011

7.3.1.1. 2011 Audit Management Recommendations

February 7, 2012

World Small Animal Veterinary Association
72 Melville Street
DUNDAS, ON L9H 9A1

Re: Audit of December 31, 2011 Financial Statements

Dear Board of Directors:

The objective of our audit was to obtain reasonable assurance that the financial statements were free of material misstatement. Our audit was not designed for the purpose of identifying matters to communicate. Accordingly, our audit would not usually identify all such matters that may be of interest to you and it is inappropriate to conclude that no such matters exist.

During the course of our audit of World Small Animal Veterinary Association for the year ended December 31, 2011, we have identified management discussion points surrounding internal controls that in our opinion are material. A material deficiency in internal control is such that a material misstatement is not likely to be prevented or detected in the financial statements being audited.

The following is a list of management discussion points noted from the December 31, 2011 audit:

1. Cash Management Strategy
   Currently the majority of the cash of WSAVA is held in general bank accounts bearing little to no interest. At year end, there is approximately $40,000 held in term deposits, leaving almost $960,000 in cash.
   
   Suggestion
   Consideration should be given to moving these balances to higher interest rate paying savings type accounts, or placing some of the funds into a 90 day T-bill product. While interest on US funds is minimal currently, placing approximately half of the current funds into this type of investment would yield approximately $2,000 per year in interest income.

2. Annual T4 Filing
   It was noted during the course of the audit that management has been reporting the sole T4 taxation slip on an accrual basis, and not on the actual amount paid as it should be.
   
   Note - Subsequent to a draft of this letter being issued the 2011 T4 return was revised by the bookkeeper to reflect the corrected amounts.
   
   Suggestion
   For future periods, T4s should be reported by the amount paid by WSAVA.

3. Segregation of Duties
   Currently there is a lack of segregation of duties as the bookkeeper has unrestricted access to the bank account as well as the general ledger / overall financial reporting.
   
   Suggestion
   Where possible, these functions should be segregated. Where this is not possible, additional oversight controls such as review of internal financial statements at regular intervals, bank reconciliations, cheque registers and deposit listings should be undertaken to help mitigate the risk.

"Your Success is Our Business"
### WSAVA Budget 2012 – Original & Revised Budgets

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<tr>
<th>WSAVA Income US$</th>
<th>Original 2012</th>
<th>Revised 2012</th>
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<tr>
<td>Sponsorship</td>
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<td>Congress</td>
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<tr>
<td>Interest</td>
<td>$1,000.00</td>
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<td>Awards</td>
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<td>$17,600.00</td>
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<td>Membership</td>
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<tr>
<td>Congress (actual)</td>
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<td>$50,000.00</td>
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<tr>
<td>Congress Management replacement (BSAVA)</td>
<td>$30,000.00</td>
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<td>Management fees</td>
<td>$27,000.00</td>
<td>$40,020.00</td>
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<td><strong>TOTAL</strong></td>
<td><strong>$413,000.00</strong></td>
<td><strong>$476,500.00</strong></td>
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<table>
<thead>
<tr>
<th>WSAVA Expenses</th>
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<tbody>
<tr>
<td>Sponsorship spent / held in trust</td>
<td>$193,400.00</td>
<td>$155,880.00</td>
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<tr>
<td>Congress sponsorship payable</td>
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<tr>
<td>Congress Pres Reception</td>
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<td>$5,000.00</td>
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<tr>
<td>Congress Awards</td>
<td>$8,000.00</td>
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<tr>
<td>Congress Expenses (travel/accommodation)</td>
<td>$29,000.00</td>
<td>$21,000.00</td>
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<tr>
<td>Executive Board Meetings</td>
<td>$60,000.00</td>
<td>$70,000.00</td>
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<tr>
<td>Non-EB-Travel¹ / Sub-Committee² Expenses</td>
<td>$10,000.00</td>
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<tr>
<td>WSAVA CE Program</td>
<td>$43,300.00</td>
<td>$120,000.00</td>
</tr>
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**Operational Expenses**³⁸

- FAC meetings/expenses           | $5,000.00     | $5,000.00    |
- CSC meetings/expenses           | $5,000.00     | $5,000.00    |
- Office Expenses                 | $3,000.00     | $3,000.00    |
- WSAVA CE Administration         | $8,000.00     | $13,000.00   |
- Bank Fees                       | $2,500.00     | $5,000.00    |
- Legal                           | $8,000.00     | $15,000.00   |
- Accountant 2011                 | $9,000.00     | $11,000.00   |
- Tech Fee/Public Relations/Branding¹⁵ | $10,000.00 | $20,400.00  |
- Honorariums - board except President | $6,000.00 | $5,000.00   |
- Honorarium - President          | $15,000.00    | $15,000.00   |
- Wages- secretariat              | $40,000.00    | $40,000.00   |
| Depreciation/Amortization        | $22,000.00    | $0.00        |
| **TOTAL**                       | **$482,200.00** | **$522,280.00** |

**Profit/Loss**                  | **$69,200.00** | **$45,780.00** |

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¹ e.g. FECAVA, NAVC
² FAC, CSC.
³⁸
1. See Sponsorships & Management Fee attachment
2. No Hill’s Congress sponsorship in 2012
3. Hill’s Awards not budgeted as not main Congress sponsors
4. Inclusion of AVMA & CYMA
5. Sponsorship less $40k WSAVA CE Program
6. Sponsorship less $120k WSAVA CE Program
7. Actual received sponsorship for 2012 + Management Fee difference made-up from fund reserves
8. Legal, accounting, PR, honoraria etc all grouped by accountant in 2011 audit
9. Includes US$5k Secretariat wages (JL)
10. 2011 $3500 + additional credit fees if extra moneys to cover any costs to recipients. Includes additional $1000 to run “Mail Order Telephone Order” (MOTO - consider ceasing this & using PayPal or WorldPay)
11. Reformatting by-laws as per new Canadian regulations, contingency for Australian legal costs etc
12. 2012 + balance due from 2011 audit
13. Estimated $8,000.00 for PR, plus additional £5,000.00 for one-off WSAVA re-branding exercise (mission/vision statements, corporate logos/colours/fonts, strategic positioning etc)
14. Re-categorised as Renal Fund expense
World Small Animal Veterinary Association Financial Advisory Committee Terms of Reference

1. Committee Membership
The Financial Advisory Committee (FAC) is a sub-committee of the WSAVA Executive Board (WSAVA EB) with membership comprised of both WSAVA EB members and Assembly members. Nominations for this position must be approved by the WSAVA EB and voted on by the Assembly. The maximum term of office for FAC Chairman or committee member is 5 years.

The composition of the Committee will be:
- Treasurer in a non-voting capacity
- At least three individuals from Assembly Member Association(s), one of whom serves as Chair of the committee
- Other WSAVA EB members may choose to attend or be invited to attend

2. Extent of Authority
The Finance Advisory Committee is authorized to make recommendations to the WSAVA EB within the responsibility areas outlined below.

3. Obligations of the committee
a. To undertake analysis of any aspect related to WSAVA financial management and make recommendations to the WSAVA EB.
b. To review the annual budget for consideration by the WSAVA EB.
c. To oversee that the financial management is in compliance with applicable laws, regulations, standards and best practice guidelines.
d. To oversee the WSAVA’s investment policy and management strategy.
e. To oversee the WSAVA’s asset policy and management strategy.
f. To consider the appropriateness of the WSAVA’s accounting policies and principles, ensuring that they are in accordance with the stated financial reporting framework.
g. To evaluate the annual audit.

4. Other rights and obligations of the Committee
The committee is obliged to report on its activities to the WSAVA EB by way of minutes and additional written and oral reports as required to the WSAVA EB and General Assembly.

5. Arrangements for meetings
a. The committee shall meet prior to each General Assembly meeting face-to-face for a minimum of one hour.
b. Minutes of the meeting shall be recorded and agreed by the committee prior to presentation to the WSAVA EB meeting, preferably at the face-to-face meeting immediately following the FAC meeting.
c. Minutes of the meeting shall be presented as a written report to the General Assembly.
d. Three members present and entitled to vote shall constitute a quorum.
e. The extra expense of one night for Assembly FAC members shall be budgeted and reimbursed by the WSAVA.
7.3.3.2. FAC Membership

Deborah Osborne

Nomination for Position on WSAVA Financial Advisory Committee – (ASAVA)

From my observations at the WSAVA Assembly meeting in Jeju and conversations during the Congress, the WSAVA Executive Board appears to be a cohesive group, willing to take tough decisions in the best interests of the WSAVA; the Financial Advisory Committee is prepared to provide clear advice to the Executive Board, in accordance with their obligations under the FAC Terms of Reference; and the Assembly supported the EB, even though individuals might not have been in full agreement. Any organisation can look good when things are going well. I was impressed with the conduct of all attendees at what was possibly one of the toughest meetings of the Assembly and no doubt preceded by tough FAC and EB meetings. This reflects well on the character of the participants and I would be honored to work with and for these groups to advance the WSAVA.

The WSAVA’s tight financial position was discussed at the 2011 Assembly meeting and the resolve of the EB, Treasurer and FAC to be financially responsible was clear. As a newcomer to WSAVA politics, I have no emotional attachment to past policies and initiatives. Therefore, I believe I will be able to take an objective and independent position in all FAC discussions, while being guided by the experience of the current committee members.

My introduction to veterinary politics was as the Northern Territory representative on the Australian Veterinary Association’s Policy Council (1990-1996). Following that, I was the AVA Northern Territory Division President (1997-1998) and Treasurer (1998). I joined the Australian Small Animal Veterinary Association Executive Committee in 1997, served as ASAVA President 2003-2005 and ASAVA Treasurer 2006-2011. I retired from the ASAVA Executive Committee in 2011.

I have managed my veterinary practice for 24 years and have a couple of recessions under my belt. With my experience in veterinary business and veterinary associations, I believe I can contribute effectively to the WSAVA through the FAC.

Deborah Osborne
ASAVA
C. Mark Shepherd (BVSc.)

Graduated from the University of Pretoria, Onderstepoort, in 1985
Companion Animal Practice only since 2005.
Owner of the Umhlanga Veterinary Hospital, Kwazulu-Natal, South Africa since 1995.
Passed BVSc honours grade courses in Anatomy and Diagnostic Imaging in 2003.

Dr C. Mark Shepherd: Nomination to the Financial Advisory Committee (FAC).

I am at present Chairman of the National Veterinary Clinicians Group (NVCG) which is a group of the South African Veterinary Association (SAVA) whose main clients (members) are the companion animal veterinarians in South Africa. I am also the SAVA representative for the WSAVA. I am honoured to accept Dr Shane Ryan’s proposal to serve on FAC. It is planned that I will be the SAVA representative at the next three WSAVA Congresses thus enabling me to attend the FAC meetings with ease for the next three years and I am happy to do this. Hopefully I will make a difference in the corporate governance of the WSAVA all be it more in an advisory capacity.

I believe that good corporate governance entails evaluating all the positive and negative impact the organization has had on the community that the organization serves and has impact on, as well as the environment, over the past year. Using this information planning must then be put in place to maximize the positive aspects and minimize the negatives. Good corporate governance will also require one to try and envisage upcoming risks and then give ideas on how that risk may be managed to ensure the sustainability of the organization.

Serving on the FAC was not an ambition of mine. I am just a veterinarian in private practice with a belief that I should give back to my profession that has served me well. I have been the principle owner of my practice for the last 15 years and have therefore learnt a certain amount about finance and Human Resource management, but I believe my main expertise is still being a veterinarian. I also believe that financial auditing practices should be in place, within any organization, to ensure the sustainability of the organization and to make sure that no one be lead into temptation. If you feel that I can be of help by serving on FAC I am willing and hopefully will be able.

Yours sincerely,
Mark Shepherd (BVSc Pretoria)
8. **WSAVA STRATEGIC PLAN**  
Follow - [www.vin.com/Link.plx?ID=5089198](http://www.vin.com/Link.plx?ID=5089198)  
8.1. **WSAVA SWOT Analysis**  
Follow [www.vin.com/Link.plx?ID=5089198](http://www.vin.com/Link.plx?ID=5089198)  
8.2. **Report from the 2011 Planning Meeting**  
Follow [www.vin.com/Link.plx?ID=5089198](http://www.vin.com/Link.plx?ID=5089198)  
8.2.1 **Report of the 2011 Planning Meeting for WSAVA Final**

9. **WSAVA Foundation** - Dr. Larry Dee

**WSAVA FOUNDATION REPORT**

**BOARD OF DIRECTORS**
Chair, Larry Dee; Treasurer, Brian Romberg; Secretary, Adriana Lopez Quintana; Peter Ihrke, Michael Day, John Holt, and Colin Burrows.

**FINANCIAL MATTERS**

There has been minimal revenue since our last report. Approximately $1100 USD were collected at the WSAVAF booth in Jeju Island thanks to a donation of $1000. Expenses have increased related to the cost for an audit, funding for the website and Secretarial travel. While we hoped to have a financial review for 2010-11 (which would be cheaper), the Canadian authorities require a full audit, even though our transactions have been minimal. The audit will cost $4000 USD using the WSAVA firm. The website development and support have been donated by Adriana’s husband, Dr. Pablo Bertran, until August 2012. It will then be maintained for $100 USD per month. The Executive Board has agreed to support the Secretary's travel costs to the Congress because of the significant amount of time she has spent before and during the Congress to enhance and promote the Foundation.

**ADMINISTRATIVE ISSUES**

June Ingwersen has agreed to continue to provide staff support for the Foundation with her salary coming from the Foundation. We continue to pursue formation of a non-profit in the United States and tax-exempt status 501(c) (3) because of the donor potential in that country.

While the website is completed as an information and solicitation tool, donor cards, acknowledgements, certificates and plaques have not been completed.

**FUND RAISING**

A variety of fund raising projects were discussed in South Korea but have not been implemented. Ongoing discussions at Congress and conference calls will flesh these out. Obviously, industry support is needed.
PROJECTS

We hope to identify projects that will give a concrete and coherent identity to the WSAVAF (a brand name). It is expected that the SAC can be a screening agency for these projects to verify their value and scientific validity. We have received an offer to fund a post-graduate teaching hospital in India, which would include a $100,000 donation. Whether this project is consistent with our mission statement is a subject of ongoing discussions.

Discussions were held regarding developing a program that would identify underserved areas that would host a specialist speaker for one to three weeks with the Foundation providing airfare. Organizations desiring to participate would be identified by WSAVAF. Speakers would contact the local hosts directly. A tentative title would be WSAVA Foundation Specialty Fellowship.

BIRMINGHAM

In addition to manning the WSAVAF booth in Birmingham, we are also sponsoring a raffle for an iPad, with the drawing held at the closing ceremony. Considerable discussions were held regarding sponsoring a 5K fun run but the logistics in Birmingham were too difficult: 3 miles from the Congress, inadequate time to advertise fully, inadequate resources (people), lack of a sponsor. We plan to work with the 2013 Congress organizers and potential sponsors to see if this could be a permanent Congress event.

SUPPORT

We encourage all the Assembly members to take the WSAVAF brochures home and share the information with your colleagues. In addition, add WSAVAF information to your own website or put in a link to the WSAVAF.
10. Committee Reports

10.1. Congress Steering Committee – Dr. Nicola Neumann

REPORT FROM THE WSAVA CONGRESS STEERING COMMITTEE FOR THE ASSEMBLY MEETING APRIL 2012

BIRMINGHAM
Submitted by Nicola Neumann
Chair CSC

1. The CSC now consists of assembly members from several regions in the world. There are no executive board members on the committee. The CSC as of Dec 2011 comprises Nicola Neumann, Kevin Stevens, Gregg Takashima, Luis Tello, Umesh Karkare, Adriana Lopez Quintana, Renee Hoynck, Jerzy Gawor. A representative from VPAT has been invited to join the CSC. The CSC TOR is attached.

2. The CSC met by teleconference in Dec 2011 and agreed as follows:
   - Contract with Kenes should be signed
   - Foster the concept of lower cost accommodation available in venue locations near to each other at all WSAVA Congresses for assembly representatives, executive board as well as registrants. Aim is to increase networking.
   - Encourage Kenes (PCO) via the CLO, Jolle Kirpensteijn to look for lower cost hotels for the 2014 Congress as the current suggested pricing is too high.
   - Support the idea of hands on practical veterinary workshops in countries adjacent to Congress location. This initiative could be started in South Africa in 2014. Guidelines on wet labs and use of alternatives to cadavers will need to be available and implemented.
   - No objections to the only bid presented to the WSAVA for the WC in 2016.
   - Letter recommending bid provided by NAVC /AAHA be accepted under item 7 of the current SOP for Bidding Associations.
   - The timelines for submitting bids needs to be revisited and a proposal made at the next assembly meeting.
   - The website description of the bidding process for congresses needs to be updated as soon as possible and appropriately after item 3 completed.

3. The CSC is currently working on a review of the bidding process and scoring process for WSAVA WC selection and will have this completed at earliest April 2012 and at latest Oct 2012.
10.2. Scientific Advisory Committee - Prof Michael J. Day

REPORT TO WSAVA ASSEMBLY 2012
WSAVA SCIENTIFIC ADVISORY COMMITTEE

The WSAVA Scientific Advisory Committee (SAC) continues to monitor matters of a scientific nature on behalf of the WSAVA Executive Board and Assembly. The SAC currently comprises:

Prof Michael J. Day, UK [Chairman]  
Prof Hajime Tsujimoto, Japan  
Prof Dale Bjorling, USA  
Prof Cecile Clercx, Belgium  
Prof Gad Baneth, Israel  
Prof Richard Squires, Australia  
Prof Lorrie Gaschen, USA  
Prof Alex Koutinas, Greece

During the past year the SAC has worked to closely with the local Scientific Programme organizers for the WSAVA Congresses in Birmingham (2012) and Auckland (2013) to ensure the scientific quality of these programmes and to advise on selection of State of the Art Lectures. The SAC will work with the permanent Congress Scientific Programme Committee towards development of the 2014 and 2015 Congress scientific programmes.

The SAC has advised the Executive Board on the selection of the recipients of the WSAVA Scientific and Pet Mobility awards.

The SAC continues to monitor the work of the current WSAVA Scientific Committees, including: the Vaccination Guidelines Group, the One Health Committee, the Renal Standardization Group, the V5 Nutrition Group and the Global Pain Council.

M. J. Day  
Chairman SAC  
January 2012
10.3. One Health – Professor Michael Day

REPORT TO WSAVA ASSEMBLY 2012
WSAVA ONE HEALTH COMMITTEE

The WSAVA One Health Committee (OHC) has now entered the second year of a 3-year programme of activity. The WSAVA OHC comprises:

- Prof Michael J. Day, UK [Chairman]
- Dr Sarah Cleaveland, UK
- Dr Umesh Karkare, India
- Prof Chand Khanna, USA
- Prof Jolle Kirpensteijn, The Netherlands [WSAVA Board]
- Prof Michael Lappin, USA
- Prof Clarisa Palatnik-de-Sousa, Brazil
- Dr Carol Rubin, USA [CDC]
- Dr Alex Thiermann, France [OIE]
- Dr Gregg Takashima, USA

and includes as affiliate members:

- Prof Ed Breitschwerdt, USA
- Prof Thijs Kuiken, The Netherlands
- Dr Jennifer McQuiston, USA

Uniquely, the work of the OHC is supported by a consortium of industry sponsors who have each agreed to make an annual contribution over the three year life of the committee.

The OHC held a very successful second meeting at the headquarters of the CDC in Atlanta, Georgia, USA on November 30th and December 1st, 2011. A third meeting will occur in advance of the 2012 WSAVA Congress in Birmingham, UK.

Outcomes from the November meeting of the committee included:

- Progress on formulation of simple One Health guidelines for zoonotic disease control for veterinary practitioners.
- Progress on a major position paper on the role of companion animals in One Health for submission to a high-impact journal.
- Development of a position paper on comparative and translational research.
- Development of a position paper on the welfare and transportation of exotic animal pets.
- Identification of global eradication of rabies virus infection as a significant One Health target for companion animal veterinarians with discussion of a new OHC initiative that will contribute to field control programmes and education in this area.

During the 2011 WSAVA Congress the inaugural WSAVA Global One Health Award was made to the OIE and accompanied by an award lecture given by Dr Tomoko Ishibashi (Deputy Director OIE Asia and Pacific Region) and video address by the Director General of the OIE, Dr Bernard Vallat. Additionally, a One Health Poster Prize was
awarded for an investigation into antimicrobial resistance in human and pet populations in an area of Thailand. These two awards will be made again during the 2012 Congress.

The OHC has also already produced a tangible scientific output that may be accessed via the OHC webpages:


In January 2012, the European CALLISTO project (Companion Animals multisectorial interprofessional and Interdisciplinary Strategic Think tank On zoonoses) commences. This three-year project, co-ordinated by the Federation of Veterinarians in Europe (FVE), will bring together scientific expertise in the full range of companion animal zoonoses to assess the current European situation and to advise on a way forward for surveillance and control of these infections within the EU member states. The WSAVA OHC is one of nine full partners in this project.

M. J. Day  
Chairman OHC  
January 2012
England January 2012

To WSAVA Assembly

Dear all,

I am happy to report on another successful year in 2011 for WSAVA CE and it is amazing to think that this year we will be celebrating our 20th year of working with our partners to take CPD to the four corners of the world.

I will circulate, as soon as they become available, the minutes of the meeting with the sponsors following the meeting February, the current list of 2012 events, financial situation of the CE fund on Jan 1st 2012 and the revised Congress SOP.

It is with great sadness that I have to report the death of Dr Hans Klaus Dreier who was one of the leading lights of the CE committee in its early stages and it is a tribute to his work that the programme is still going strong.

I will report on the meeting with the sponsors in due course but the headline figures for the programme are 28 meetings with over 3000 delegates and of course the webinar. We have managed to retain some funds for next year which should enable us to continue in our strong position, helping veterinary practitioners around the world.

I sadly have to remind you that I will be leaving the Board in Birmingham 2012 and will also resign from my position as CE Chairman. It has given me enormous pleasure to work with you all over the years and I have a personal pride in what you have achieved. I would like to single out a few individuals who have worked tirelessly for the project and made my job so much easier. Drs Roger Clarke (who will be resigning with me in Birmingham), Luis Tello, Julian Wells (who will also be resigning), Lawson Cairns and of course the unsung hero of the committee Renata Grabanova, the secretary who keeps us all on our toes! I would also like to thank the sponsors Hill’s Pet Nutrition, Bayer Animal Health and MSD who have been sponsors now for the twenty years. Personal friendships have grown and I would like to acknowledge the extra effort given to the programme by Hein Meyer, Lidia Averdova, Margit Weingarten, Norbert Mencke and Susanne Siebert. Finally, of course there are associations who have been “special” for the programme – BSAVA and NACAM for their support in Sub Saharan Africa, NSAVA for
their support to Cuba, SVK and VOK for their help in Eastern Europe and the Balkans, AFVAC for the help given to French speaking North African countries and HVMS for help, again in the Baltic area. I am grateful to you all for what you have done for the future of veterinary medicine.

Last year also saw the first WSAVA webinar, which under the guidance of Lidiya Alaverdova reached an audience of 300 veterinary surgeons and was obviously a great success. This medium will be used in the future to complement the more traditional methods of teaching and plans are taking shape for a webinar, instead of the traditional meeting, in Iran in 2012.

Next year will see changes - Dr Jill Maddison will be taking over from me. She develops the CE programme at the Royal Veterinary College London and will I am sure take the programme to new heights. Julian Wells will be replaced by Zoe Belshaw from the University of Nottingham and Roger Clarke will be replaced by Louis Liu. Umesh Karkare and Clement Anthony who will each have a portion of Asia to look after. Drs Maddison and Belshaw will be able to give assistance in the provision of speakers in all areas.

We will also see a tightening up of financial transactions. Now that we are incorporated as an entity in Canada, every transaction will have to be detailed and documented and no payments will be made unless an understandable invoice is submitted within three months. We will also expect notification that payment has been received, all part of the necessary tightening up of accounting procedures that we are undertaking.

The changes to the SOP have caused discussion. The traditional CE meeting which includes the sponsors, association recipients, regional organizers and association sponsors will take place in Birmingham on Friday 14th April at 1400hrs. Zoe would like to meet the European group and will arrange a separate meeting, possibly on the 13th and other regional groups may meet if necessary.

Finally, thank you all for your work in making this programme and WSAVA the force in the world that it so obviously is.

David Wadsworth
10.4.1. Brief Overview of WSAVA CE activities

Meetings in Europe
Participants 609
Cost of meetings $29370 per meeting $4195
Cost per participant $48.23 (per company $16.08)

Meetings in Asia
Participants 770
Cost of meetings $14484 per meeting $2414
Cost per participant $18.81 (per company $6.27)

Meetings in South America
Participants 1313
Cost of meetings $34728 per meeting $3772
Cost per participant $26.4 (per company $8.80)

Overall average per participant 2010 $36
2011 $31.15 (excluding admin costs) $36 (with admin)

Meetings in Africa
Participants 132
Cost of meetings $18711 per meeting $3742
Cost per participant $141.75 (sponsored by BSAVA and NACAM)

Webinar
Participants 300
Cost of meeting $0 (Sponsors’ speakers used)

Total Administration costs (DFW, RG, JI) $18400

Total cost of programme including admin but not Africa $96982

Surplus 2011 $22400
Total Surplus carried forward $63000

10.4.2. Minutes of the Continuing Education Sponsor Meeting
- Report pending sponsor meeting Feb 24th - will be added to link

10.4.3. Continuing Education 2011 Financials
- Report pending sponsor meeting Feb 24th - will be added to link
The WSAVA Waltham Animal Welfare and Wellness Committee (AWWC) is:

Dr. Michael Moyer, USA, Chair
Dr. Sandra McCune, UK
Dr. Neinke Endenburg, NLD
Dr. Karyl Hurley, Waltham
Dr. Peter Ihrke, WSAVA

The AWWC has been reconstituted and a new Chair installed at the October WSAVA meeting in Jeju. Our second face-to-face meeting was in January at NAVC, Orlando.

It is noted that our WSAVA Animal Welfare Convention document has not been revised since 2001, and there is interest to examine that document and the current WSAVA position statements. It would be helpful for member organizations to review the Convention and position statements, and to provide comments to the AWWC as we revisit those documents.

A survey will be conducted to gather information about animal welfare issues in countries of each WSAVA member organization. These results will be crucial to shaping the direction of the committee and in identifying priority areas of focus for future activities such as; lecture streams at congresses, regional workshops, webinars and student externship opportunities.

We look forward to working within the new lecture stream development protocol of WSAVA for the selection of topics and speakers at our WSAVA and NAVC meetings. Likewise, we look forward to integrating a welfare dimension into the content review process for posters, lectures, and laboratory sessions.

The AWWC has been fortunate to have had Dr. Ihrke’s leadership on this committee as its previous Chair. His perspectives on the veterinary profession are deep, his understanding of animal welfare issues around the globe considerable, and his leadership abilities are well-known to you. He remains a valued contributor to this committee.
To: WSAVA Board Members  
From: WSAVA Committee on Hereditary Diseases – Prof. Urs Giger, Chairman  
Date: February 10, 2012  
Re: Report by WSAVA Committee on Hereditary Diseases

The WSAVA Committee on Hereditary Diseases has been at work over the past year moving the Committee’s project plan forward as planned through a series of activities. Here are some updates on the progress made and activities planned:

- **Committee Members:**
  - Drs. Jerry Bell, Neale Fretwell, Urs Giger and Claire Wade.
  - Drs. Peter Markwell and Jeff Sampson have left the committee; their contributions are very much acknowledged.
  - Mr. Jeffrey Slutsky is our new and full time coordinator since January 2012. He can be reached at WSAVAgenetics@gmail.com.

- The committee met in January 2012 and plans to meet during the Canine and Feline Genome Conference and the Dog Health Workshop in Sweden in May 2012. Much of our activities are done by email and conference calls.

- The website information on WSAVA.org has been changed and updated as of February 2012. Monthly updates are planned. Specifically, a list of disease tests and recent publications in the field of hereditary diseases in dogs and cats that are of interest to small animal veterinary clinicians have been added (see below).

- A list of diseases for which the molecular defect has been identified in a certain breed and the laboratories offering the test has been gathered. This should be the comprehensive, accurate updated list available to the small animal clinician. The information has been verified with the laboratories offering the testing and the scientific information available. It also includes international information to permit finding the closest or the original lab. We are also working on expanding the list to other genetic disease tests and believe this will become the source to go to for information. At the WSAVA in Birmingham we plan to show this crucial database to diagnose hereditary diseases.

- Information for clinicians on every hereditary disease is being gathered to complete the Associate ebook information on VIN. This is a tedious process involving clinicians and geneticists to compile the most accurate and up-to-date information on about 1000 canine and 300 feline hereditary diseases and genetic predispositions. Each committee member has been assigned diseases and is working with experts in the field. A link will be on the WSAVA website to enter this ebook. If anyone is interested to help enter information on one of the diseases please contact us at WSAVAgenetics@gmail.com. At the WSAVA in Birmingham we plan to show the system.

- The Committee was able to get a firm commitment from Mars Veterinary for support and future funding of the committee activities in the next years. A budget is separately submitted.
10.7. Public Relations Committee - Dr. Siraya Chunekamrai

WSAVA Public Relations (PR) Committee Terms of Reference
Proposed structure and function

Vision:
WSAVA becomes visible, relevant and makes a difference to members, the global veterinary community and public.

Mission:
1. To publicise WSAVA activities, its related committees and projects to members and the public
2. To create a communication flow between and among WSAVA board, WSAVA committees/projects and members
3. To create a presence and relevance of WSAVA to our members
4. To make WSAVA activities available to members

Resources:
- PR budget
- Website
- e-bulletin and press release
- Kenes
- WSAVA booth
- Direct contact
- Member association liaisons
- Other resources will be identified during the PR meeting in April

Committee members:
1. Chairperson and EB liaison as appointed by EB
2. Outsourced service providers: E-bulletin/news editor, Webmaster appointed by VIN, Kenes International
3. Regional/language/committee representatives
4. Additional liaisons from existing WSAVA committees
(#3 and #4 can be overlapped)

Scope of PR committee work should entail the following:
1. Collate all activities of WSAVA into an annual PR calendar and see that WSAVA activity news is generated on a regular basis
2. Improve the reach of our current PR outlets to both members and the public
3. Develop and utilize a network of outside service providers, budget permitting, to maximize committee efforts
4. Improve our presence in the marketplace, specifically pertaining to the World Congress
5. Devise a communication strategy that is continually reviewed and modified for maximum success
6. Devise marketing tools to make WSAVA and WSAVA activities relevant and available to members
7. Develop, maintain, and implement a WSAVA style guide
8. Ensure all PR activities are unified under WSAVA branding – outsourced or in house, centralized or decentralized (committees doing own website, member association language translations, WSAVA brand on committee banners, etc.).
9. Provide an annual budget for Treasurer consideration when compiling the annual budget of the association
10. Committee meetings to be held as follows:
   - Annual in person meeting at WC
   - Quarterly teleconference
10.7.1. Rebecca George PR Report

Since May 2010, Rebecca George of George PR, a UK-based PR consultant, has provided media support to the WSAVA. The coverage tables attached show the coverage achieved in both UK and online media from May 2010 until January 2012.

Each table lists the name of the publication or website, the date the coverage appeared, the type of story (e.g. whether it was a press release or an article based on an interview) and gives the circulation of the publication (or unique users in the case of websites). The overall number of ‘opportunities to see’ generated so far is 525,270. The ‘quality’ rating is based on a scale of 1-4 where 4 is high. Rebecca reviews each piece of coverage based on its size; how well it delivers WSAVA messaging and the importance of the publication it appears in then scores it on this basis.

As the coverage tables show, we have achieved good results so far through the media campaign and have started to build useful relationships with key titles such as Animal Pharm. Our press releases are always used and often reproduced in full.

Increasingly, our coverage is coming through online media, some of which have a user base beyond the UK. Many also have a Facebook page and tweet news stories so even those with a relatively small readership (such as the newer www.vetsforum.com) will be passing the stories on and out through social media.

Additionally, all Press Releases and WSAVA News Bulletins are sent electronically to all member associations with a request to forward to their membership, as well as sponsors, committee members, and an international media contact list. They are also published on the WSAVA website and the WSAVA News is published monthly in the Companion Magazine, a sister publication to WSAVA’s official publication, the Journal of Small Animal Practice.

While we’ve made good progress so far, we are always looking to do better. BSAVA/FECAVA World Congress provides a good opportunity to introduce key WSAVA EB members, including President Elect Peter Ihrke, to journalists and to start seeding future coverage so a number of press interviews will take place. The EB’s PR committee will also be meeting to discuss how we can take our PR to even greater heights during the next 12 months.
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<td><a href="http://www.mrcvs.co.uk">www.mrcvs.co.uk</a></td>
<td>15.3.11</td>
<td>New Global Nutrition Guidelines Developed</td>
<td>Release used in full</td>
<td>c12,000</td>
<td>1</td>
</tr>
<tr>
<td><a href="http://www.vetsonline.com">www.vetsonline.com</a></td>
<td>14.3.11</td>
<td>WSAVA Group Develops Global Nutrition Guidelines</td>
<td>Release used in full</td>
<td>c12,000</td>
<td>1</td>
</tr>
<tr>
<td><a href="http://www.vetsforum.com">www.vetsforum.com</a></td>
<td>21.3.11</td>
<td>WSAVA Develops Global Nutrition Guidelines</td>
<td>Release used in full</td>
<td>c400</td>
<td>1</td>
</tr>
<tr>
<td>Animal Pharm</td>
<td>18.3.11</td>
<td>WSAVA develops global pet nutrition guidelines</td>
<td>Large news story p8</td>
<td>1,100</td>
<td>3</td>
</tr>
<tr>
<td><a href="http://www.vetsonline.com">www.vetsonline.com</a></td>
<td>25.3.11</td>
<td>WSAVA publishes nutritional guidance for small animal vets</td>
<td>Large news story based partly on interview with Jolle</td>
<td>c12,000</td>
<td>1</td>
</tr>
<tr>
<td>Veterinary Times</td>
<td>4.4.11</td>
<td>New guidelines focus on nutritional assessment</td>
<td>Large story on p 3 with supportive quote from Mike Jessop (UK vet)</td>
<td>19,446</td>
<td>3</td>
</tr>
<tr>
<td>Veterinary Practice</td>
<td>April</td>
<td>Global association develops world nutrition guidelines</td>
<td>Large news story</td>
<td>15,000</td>
<td>3</td>
</tr>
<tr>
<td><a href="http://www.mrcvs.co.uk">www.mrcvs.co.uk</a></td>
<td>18 May</td>
<td>Nominations invited for WSAVA Awards</td>
<td>Large news story</td>
<td>c12,000</td>
<td>1</td>
</tr>
<tr>
<td><a href="http://www.vetsonline.com">www.vetsonline.com</a></td>
<td>23 May</td>
<td>Nominations invited for WSAVA Awards</td>
<td>Release used in full</td>
<td>c12,000</td>
<td>1</td>
</tr>
<tr>
<td><a href="http://www.vetsurgeon.org">www.vetsurgeon.org</a></td>
<td>23 May</td>
<td>Nominations invited for WSAVA Awards</td>
<td>Release used in full</td>
<td>44,462</td>
<td>2</td>
</tr>
<tr>
<td><a href="http://www.vetsforum.com">www.vetsforum.com</a></td>
<td>24 May</td>
<td>Nominations invited for WSAVA Awards</td>
<td>Release used in full</td>
<td>c400</td>
<td>1</td>
</tr>
<tr>
<td><a href="http://www.bsava.com">www.bsava.com</a></td>
<td>26 May</td>
<td>UK Vet appointed vice president of WSAVA</td>
<td>Release used in full</td>
<td>n/a</td>
<td>1</td>
</tr>
<tr>
<td><a href="http://www.vetsonline.com">www.vetsonline.com</a></td>
<td>26 May</td>
<td>UK vet appointed vice president of WSAVA</td>
<td>Release used in full</td>
<td>c12,000</td>
<td>1</td>
</tr>
<tr>
<td><a href="http://www.mrcvs.co.uk">www.mrcvs.co.uk</a></td>
<td>31 May</td>
<td>WSAVA and OIE to jointly promote One Health</td>
<td>Release used in full</td>
<td>c12,000</td>
<td>1</td>
</tr>
<tr>
<td><a href="http://www.vetsforum.com">www.vetsforum.com</a></td>
<td>31 May</td>
<td>WSAVA and OIE join forces to promote One Health</td>
<td>Release used in full</td>
<td>c400</td>
<td>1</td>
</tr>
<tr>
<td><a href="http://www.vetsonline.com">www.vetsonline.com</a></td>
<td>1 June</td>
<td>WSAVA and OIE join forces to promote One Health</td>
<td>Release used in full</td>
<td>c12,000</td>
<td>1</td>
</tr>
<tr>
<td>Animal Pharm</td>
<td>3 June</td>
<td>WSAVA and OIE to</td>
<td>Colin Burrows app</td>
<td>1,100</td>
<td>3</td>
</tr>
<tr>
<td>Website</td>
<td>Date</td>
<td>Article Title</td>
<td>Release Type</td>
<td>Reach</td>
<td>Source</td>
</tr>
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<td>------------------------------</td>
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<td>-------------------------------------------------------------------------------</td>
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</tr>
<tr>
<td><a href="http://www.vetsonline.com">www.vetsonline.com</a></td>
<td>9.6.11</td>
<td>Global support mounts for WSAVA nutritional guidelines</td>
<td>Release used in full</td>
<td>c12,000</td>
<td>1</td>
</tr>
<tr>
<td><a href="http://www.mrcvs.co.uk">www.mrcvs.co.uk</a></td>
<td>9.6.11</td>
<td>Global support mounts for WSAVA nutritional guidelines</td>
<td>Release used in full</td>
<td>c12,000</td>
<td>1</td>
</tr>
<tr>
<td><a href="http://www.vetsforum.com">www.vetsforum.com</a></td>
<td>9.6.11</td>
<td>Global support mounts for WSAVA nutritional guidelines</td>
<td>Release used in full</td>
<td>c400</td>
<td>1</td>
</tr>
<tr>
<td><a href="http://www.vetsurgeon.org">www.vetsurgeon.org</a></td>
<td>21.6.11</td>
<td>New charity to help fund improvements in veterinary care</td>
<td>Release used in full</td>
<td>44,462</td>
<td>2</td>
</tr>
<tr>
<td><a href="http://www.vetsforum.com">www.vetsforum.com</a></td>
<td>23.6.11</td>
<td>WSAVA establishes new foundation</td>
<td>Release used in full</td>
<td>c400</td>
<td>1</td>
</tr>
<tr>
<td>Veterinary Practice</td>
<td>July</td>
<td>WSAVA seeking to improve pet care across the world</td>
<td>Release used in full</td>
<td>15,000</td>
<td>2</td>
</tr>
<tr>
<td>Animal Pharm</td>
<td>1 July</td>
<td>WSAVA sets up foundation</td>
<td>Release and interview with Larry Dee</td>
<td>1,100</td>
<td>3</td>
</tr>
<tr>
<td><a href="http://www.vetsonline.com">www.vetsonline.com</a></td>
<td>6.7.11</td>
<td>WSAVA Foundation sets out ‘ambitious vision’</td>
<td>Release used in full</td>
<td>c12,000</td>
<td>1</td>
</tr>
<tr>
<td>Vet Marketing</td>
<td>Autumn</td>
<td>UK vet appointed new vice president of WSAVA</td>
<td>Release used in full</td>
<td>n/a – a new title</td>
<td>2</td>
</tr>
<tr>
<td><a href="http://www.vetstream.com">www.vetstream.com</a></td>
<td>4.10.11</td>
<td>WSAVA announces winners</td>
<td>Release used in full</td>
<td>n/a</td>
<td>1</td>
</tr>
<tr>
<td><a href="http://www.vetsonline.com">www.vetsonline.com</a></td>
<td>5.10.11</td>
<td>WSAVA announces 2011 award winners</td>
<td>Release used in full</td>
<td>c12,000</td>
<td>2</td>
</tr>
<tr>
<td><a href="http://www.mrcvs.co.uk">www.mrcvs.co.uk</a></td>
<td>14.11.11</td>
<td>WSAVA hails World Congress Success</td>
<td>Release used in full</td>
<td>c12,000</td>
<td>2</td>
</tr>
<tr>
<td>Veterinary Practice</td>
<td>December</td>
<td>An unforgettable experience for all who attended</td>
<td>Full page feature</td>
<td>15,000</td>
<td>2</td>
</tr>
<tr>
<td>TOTAL readership</td>
<td></td>
<td></td>
<td></td>
<td>314,670</td>
<td>2</td>
</tr>
</tbody>
</table>
10.7.2. **Branding & Style Guide** - Prof Colin Burrows Presentation at meeting

10.7.3. **Website** - Dr. Walt Ingwersen

**WSAVA Website Report**

While the WSAVA website continues to enjoy robust traffic flow, it is clear that the growing amount of WSAVA activities and attendant information is making the current format unwieldy. The time commitment involved to continually refresh the web content has similarly increased and it is now clear that the website is in need of a make-over as well as dedicated outside service provider to ensure it is relevant, fresh, and user-friendly.

The website has always been hosted by the Veterinary Information Network, which has included the transfer of our annual Congress Proceedings online. This relationship will continue through a contractual agreement with both VIN, their web designers, and webmaster, to refresh and transfer current content to a more user-friendly and aesthetically pleasing web platform, with ongoing assistance for timely web postings and updating. This will be married with our current PR initiatives, including press release and news bulletin production out-sourced and provided by Rebecca George.

The initial step (already underway) is to confirm the WSAVA brand identity and use the style guide generated as a tool for web redesign. This will be followed by refreshing content and transfer with the initial focus on WSAVA News, committee work, and member association pages. Committees have already been tasked with reviewing and revising their current content, to include more images.

The goal is to have the initial phase completed with the new website live by June, 2012, if not sooner.
11. Standardization Reports

11.1. Renal – Prof. David Polzin & Dr. Larry Cowgill  Report Pending submission - will be added to link

11.2. V5/Nutritional Guidelines Committee – Dr. Clayton MacKay

Vital Assessment—Nutritional Guidelines Committee Report
In August 2011, WSAVA President Jolle Kirpensteijn represented the Nutritional Guidelines Committee at a meeting of the Nutritional Consortium (AAHA, ACVN, ASVME, AVMA, CVMA, NAVTA and Hill’s Pet Nutrition as a nonvoting member) at the Central Veterinary Conference. At this meeting, new materials were presented that gave this group a new logo and name. It is now known as the Pet Nutrition Alliance. WSAVA Nutritional Guidelines Committee was looking for direction from the Pet Nutrition Alliance to begin the work of producing strategies and materials to put the new guidelines into practical use in veterinary clinics around the globe. At this time, the Pet Nutrition Alliance (PNA) was still unable to attract other corporate sponsors to join Hill’s Pet Nutrition in funding this work of providing non branded materials that could be utilized for the Guidelines. President Kirpensteijn and Dr. Becvarova, representing ACVN were the primary individuals in meeting with the three other major players in companion animal nutrition (Mars, Proctor and Gamble and Nestle Purina). Given the marketing efforts of Hill’s Pet Nutrition with the AAHA and WSAVA Guidelines, the other companies have shown some reluctance to join in this effort because of a perception that this is already branded by Hill’s Pet Nutrition.

In September 2011, the Guidelines Committee met in Boston during the AAFP meeting. At that time the President of AAFP joined the meeting and encouraged the committee to continue and offered support in feline specific nutritional issues. The committee met for one and one/half days. It identified a primary concern over the working relationship between the Nutritional Guidelines Committee of WSAVA and the PNA. The committee feels that in order to seek sponsorship from other corporate entities in the pet food world, a strong cohesive approach needs to be made on a global basis. PNA appears to be primarily focused on the North American Market. Materials produced by the PNA for our meeting were those originally created by Hill’s Pet Nutrition with the branding removed. The committee asked President Kirpensteijn to investigate the possibility of WSAVA Nutritional Standards committee becoming the working group under the PNA overview.

WSAVA Nutritional Standards committee made several recommendations including:
1. Supporting materials for utilization of guidelines be primarily done in an electronic format to allow global distribution quickly and efficiently. Local groups can download and utilize as they see fit.
2. Attracting additional sponsors as soon as possible is a priority in order to have buy-in from multiple companies and have both the PNA and V5 activities viewed as non branded
3. WSAVA to inquire as to the allocation of the current funding of the PNA and how this money will be shared with the V5 Committee.
4. Other direct actions were noted, but can only be started when it is clear of the role of PNA and its members and how they will interact with the Nutritional Standards Committee.
5. The WSAVA Nutritional Standards Committee has funding to meet at the BSAVA/WSAVA meeting in Birmingham in 2012, where there will be a nutrition track (speakers, Ross Tiffin, Lisa Freeman, Dan Chan and Richard Nap).

Lisa Freeman, representing ACVN and President Kirpensteijn, WSAVA attended a meeting of the Pet Nutrition Alliance in Orlando in January 2012. Following that meeting Freeman, Kirpensteijn, MacKay and Takashima met to discuss the future assignment of members of the WSAVA committee. These will be on the agenda for discussion at the April V5 meeting in Birmingham. Freeman and Kirpensteijn met with representatives from Mars/Royal Canin, Proctor and Gamble, and Nestle Purina in January 2012. Proctor and Gamble and Nestle Purina have agreed to endorsement of V5. In addition, P&G has agreed to fund PNA (both monetary and in-kind). Nestle Purina also has agreed to funding PNA and V5 and plans to confirm this support shortly. Lisa Freeman is engaged in ongoing meetings with Mars/Royal Canin to gain both endorsement and contributions from this company.

As of February, 2012, Lisa Freeman and Gregg Takashima will become the new co-chairs of the WSAVA V5 Nutritional Standards Committee.
11.3. Vaccine Guidelines Group – Prof. Michael Day

REPORT TO WSAVA ASSEMBLY 2012
WSAVA VACCINATION GUIDELINES GROUP

The third phase of the Vaccination Guidelines Group (VGG), with a focus on vaccination issues in the Asian countries, commences in July 2012. The VGG membership for Phase III comprises:

Prof Michael J. Day, United Kingdom [Chairman]
Prof Ron Schultz, USA
Prof Hajime Tsujimoto, Japan
Prof Richard Squires, Australia

The first meeting of the group will be in Tokyo and Sapporo, Japan from July 11-16, 2012. The second meeting of the group will be in India from September 18-24, 2012. The final meeting in China will be scheduled during 2013.

Members of the VGG continue to be active in promoting the 2010 guidelines, responding to questions that have arisen and delivering continuing education in vaccinology to veterinarians. Discussions have been held in order to facilitate translation of the 2010 guidelines with access via the WSAVA website. Assembly members are encouraged to consider commissioning a translation of the guidelines in their local language.

The VGG acknowledge the continuing support of MSD Animal Health in enabling their activities.

M.J. Day
Chairman WSAVA VGG
January 2012
11.4. Global Pain Council – Professor Karol Mathews

Global Pain Council (GPC) report – July 2011; Submitted by Prof Karol Mathews

Comprised of international leading experts in the field of small animal pain management, the GPC will oversee the collation of pain assessment and management information into a Global Pain treatise. Concurrent to this effort will be an inventory of the pain management needs in various regions around the globe and this, together with the Global Pain Treatise, will be used to design continuing education (CE) programs relevant in content and language to the intended recipients. This CE will be provided in a variety of venues, including regional CE events, the WSAVA Congress, WSAVA member association CE events, and online CPD concurrent with efforts to popularize the Global Pain Treatise.

This will occur in three phases:

Phase I:
- Establishment of the GPC – comprised of 8 members & WSAVA liaison:
  - Karol Mathews – DACVECC; VCNA pain issues editor; author, Past-President VECCS. Canada
  - Peter Kronen - DECVA; Vice president AVA; Member of the Board of Directors IVAPM; and Honorary Secretary IASP SIG Non-Human Species; Switzerland
  - Duncan Lascelles – DACVS; pain researcher and author; USA
  - Sheilah Robertson – DACVA, DECVA; feline pain management and author; USA
  - Andrea Nolan – DECVPT, DECVA; pharmacology + pain research; Scotland
  - Paulo Steagall – anesthesia; IVAPM board; pain researcher and author; Canada
  - Bonnie Wright – DACVA; integrative pain modalities; USA
  - Kazuto Yamashita – anaesthesiology + pain research; Japan
  - Walt Ingwersen, WSAVA Honorary Secretary, liaison WSAVA Executive Board liaison)
- 3 meetings planned over the coming 24 months: VECCS/ACVA/IVAPM in Nashville, Tennessee September 14+15, 2011; the WSAVA Birmingham 2012 World Congress, Birmingham England April 12-15, 2012, and an additional venue as of yet to be determined.
- Development of the Global Pain Treatise
- Inventory of regional pain management needs
- CE program development, ensuring regional reach and relevance. To include academic institutions.

Phase II
- Implementation of CE program plans
- Work with regional academic institutions/associations to work towards self-sufficiency/reliance on continued regional Pain Management CE
- Popularization of the Global Pain Management Treatise

Phase III
- Updating Global treatise
- Further implementation of CE program with a focus on academic institutions
- Regional lobbying for access to needed pain management medication
- Expansion into pet owner education/awareness

Sponsorship
Initial sponsorship has been restricted to Phase I with sponsorship commitments from Boehringer Ingelheim, Elanco, Novartis Animal Health, Pfizer Animal Health, and Vetoquinol. Phase II & III sponsorship would be discussed based on Phase I outcome and an expanded or tiered sponsorship could be entertained.

**To date, the GPC has:**

- Gathered information and provided assistance to Ukraine VMA to assist in efforts to retain ketamine use by veterinarians
- Development of a template and format for a Global pain treatise
- Discussed individual responsibilities and areas of contribution based on the individual expertise of the member, for a practical, user-friendly guide to management of pain which occurs in many different circumstances.
- Began work on a global survey to assess regional issues and product availability
- Surveyed animal health companies as to their products, including global licensing
- Met for the inaugural meeting in conjunction with the ACVA, VECCS and IVAPM in Nashville, Tennessee, USA September 15th and 16th. Here the individual responsibility for analgesic guidelines was established and the following Mission, Vision and Goals were solidified.

**The GPC Vision, Mission, Goals and Objectives:**

- Generate a document that compels the reader to consistently evaluate each and every one of their patients for the presence of pain [by physical examination and asking specific questions of the owner], regardless of the initiating reason for veterinary consultation.
- Provide the reader with direction on how to identify both acute and chronic pain in their canine and feline patients, through physical examination, description/pictures, and owner questioning.
- Overview and summarize the various treatment modalities available for pain management – to include surgical, pharmaceutical, integrative, complementary, and supportive care modalities
- Generate tenets of care & Pain Charter while dispelling common pain treatment myths
- Support the above with an extensive and easily accessible reference list for additional reading to be available online, as a hard copy [or both]
- To engage veterinarians worldwide, through education, to recognize, anticipate, alleviate and terminate pain in cats and dogs.

**Meeting with BSAVA/WSAVA Birmingham April 2012**

Prior to this meeting the protocols prepared will reviewed for content and presentation. During the meeting the GPC will meet to discuss progress so far for content, the best way to format the text and access to references etc. Further discussion on availability of analgesics and analgesic modalities which will be incorporated into the protocols.

Plans for a future meeting where the final treatise will be presented will be discussed along with potential or planned CE programmes organized or to be considered.
12. Executive Board Nominations

12.3. Vice President - Dr. Walt Ingwersen and Dr. Adriana Lopez Quintana

12.3.1. Dr. Walt Ingwersen - CV  www.vin.com/Link.plx?ID=5089198

12.3.1.1. Walt Ingwersen CV

12.3.1. Walt Ingwersen Letter of Intent

Dear WSAVA Executive Board, Assembly members, and honoured Past Presidents,

It is with great pride and a sense of collective accomplishment that I look back on my 15+ years devoted to the WSAVA – and with a great deal of fondness as well, for friends made and laughter shared.

My WSAVA involvement began in 1997 as a member of the WSAVA Microchip Advisory Committee, a committee that I was subsequently honoured to chair, and which literally helped change the world for animals through adopting and supporting the implementation of radio frequency identification (RFID or microchip) technology standards globally. The impact that this committee has had remains one of my proudest accomplishments. From these beginnings, I was humbled to receive additional association responsibilities, including writing the WSAVA monthly news (2002-2010) and rebuilding the WSAVA website, which is now in the process of another renovation to ensure its relevancy and enhance user friendliness. Ultimately, I was asked to let my name stand for the Honorary Secretary position, and was honoured to receive Assembly support in both 2008 and 2011.

I have been privileged to be part of a dynamic Executive Board that has effected significant change over the past 4 years, including:

- WSAVA becoming an incorporated, not-for-profit entity
- Embracing and implementing sound accounting and annual auditing procedures
- Strategically planning for the future financial security of the WSAVA through Congress SOP revisions and the engagement of a central partnering PCO
- Seeing the membership in terms of both associations and individual veterinarians double
- Being the recipient of much sponsor interest and support
- Doubling our standardization projects
- Expanding our presence as the official voice of small animal veterinarians on the world stage

There were difficult times but we are better for them, and decisions made will continue to provide strong guidance for us for years to come. This historical association knowledge is critical to both the Executive Board activities and future course of the WSAVA, and why my experience to date puts me in ideal stead for my continued involvement on the Executive Board in the Vice President position.

While we have expanded the international reach, scope, and relevance of the WSAVA, we also need to ensure our continued growth is built on a strong foundation of inclusivity and member engagement. If elected, I will continue to work towards implementing the positive initiatives begun to date, work towards strengthening our institutional efficiencies, and expanding our core strength through enhancing our volunteer structure and leadership engagement.

I am honoured to have received the support of the WSAVA Executive Board and I am now asking for your support in my nomination for the WSAVA Vice President position.

Dr. Walt Ingwersen DVM, DVSc, DipACVIM
Dear Assembly Members

Under separate cover, you will receive a letter from LAVECCS Board nominating me for the Vice President position.

This letter is to substantiate my commitment. I truly believe that to make changes one should not only be in right place at the right time but more importantly, be prepared to be proactive, to share acquired knowledge, to listen and learn from the perspective of others, to foster team work and to have the leadership and organizational capacity to make things happen. Life, inside work with different veterinary associations and hobby, as an amateur long distances adventure racer, have put me through some challenges but have also strengthen those qualities of my personality.

I think that I can bring to the WSAVA Board a strong background on the lookout for ways to unify standards of veterinary care from a different perspective. I have been involved in the veterinary profession since I was born. Both my parents are now retired vets and I’m proud to say they were pioneers in many aspects of animal and public health improvement in my country Uruguay, South America. Therefore, I was nurtured with the idea of continuing improving veterinary practice, patient care and veterinary involvement with the society.

I strongly believe that WSAVA and Veterinary Associations role is not only to enforce our commitment to animal welfare but also to the whole society. I am currently the chief professor of small animal medicine at a private veterinary school, the President for the second period of the Maldonado Veterinary Association a non-profit organization that brings together veterinary practitioners of all specialties in the region (co-founded 43 years ago by my parents) that is extensively involved in fostering continuing education, gremial issues among the profession and social problems like addressing canine roaming population by a neutering and educational program with the local government and welfare societies. I am also an active member of SUVCPA the Uruguayen Small Animal Veterinary Association, the SMVU the Uruguayan Veterinary Medicine Association and the executive secretary of the Latin American Veterinary Emergency and Critical Care Society (LAVECCS).

In the WSAVA Assembly I represent LAVECCS founded on 1 April 2007 by a group of like-minded friends and colleagues who shared a common dream to improve the level of emergency and critical care medicine throughout Latin America through education and the exchange of experiences. As one of founders, I was responsible of the legal issues of having it registered as non-profit international organization and the overall secretary and treasury work for an association that was starting from scratch. Moreover, I was also largely involved in the development of LAVECCS' web page and on the overall diffusion and work towards international acknowledgment among the veterinary network.

Almost five years on, we are proud to have made great progress. We have, for instance, implemented the ABC LAVECCS continuing education program which so far includes two separate two and half day courses involving both theory and practical work which have been held several times in Brazil, Colombia, Mexico, Paraguay, Ecuador and Uruguay, and is now expanding into other Latin American countries. Therefore, I think that I have some experience in how to successfully help manage a not-for-profit international organization.

I have given continuing education presentations in several countries, and I have been lucky enough to be able to appreciate different realities of the veterinary profession around those countries. Although, I have not been able to visit countries in Asia, Africa or Oceania, I really enjoy listen to people and I am a fast-learner sensitive to the many influences - cultural, political, educational, professional and financial - that may impact our profession around the world.
As the organizer for the last 15 years of the Annual Small Animal Veterinary Congress of Maldonado Veterinary Society, the recently held VIII FIVAC Iberoamerican Congress and the I Symposium of Emerging and Reemerging Zoonotic Diseases, as well as the Latin American Veterinary Emergency and Critical Care Annual Congress, I have extensive experience in budget development, in the solicitation of sponsorship, on the educational necessities from both the academic and private practice environments and of the requirements and interests of veterinary industry.

Furthermore, I also have experience in the overall meeting planning, from government permits and solicitations of national interests’ declarations in order to reduce taxes, contract negotiations, human resources, international promotion, problem solving, hosting speakers and other challenges.

Recently, I’ve been honored to be invited to work with the WSAVA Foundation to help it meet its goal of ‘improving animal care through science and education’. This is a wonderful concept and a challenge requiring commitment not just from its board directors but from the entire profession. We have developed our web page www.wsavafoundation.org and are now looking for funding so that we can start evaluating and granting projects which reflect our goals. I am committed to this concept and from the WSAVA Board I would like to continue to reinforce the concept of WSAVAF being part of the whole WSAVA Project.

In summary, I believe that coming from a small country I can bring a different perspective to the WSAVA Board, backed up by a lifetime of enforcing veterinary medicine, working together as a team with people from and out of the veterinary profession with different experiences, backgrounds and realities in order to accomplish great projects and dreams in the interests of furthering the profession we all feel so passionately about.

Dr. Adriana López Quintana, DVM
13. Congress Reports and Bids

13.1. Post Jeju - Dr. Jong Il Kang


13.3. Auckland New Zealand 2013 - Dr. Peter Verhoek

WSAVA 2013 Auckland New Zealand

Scientific Programme
We have a total of 63 speakers confirmed who are all contributing to a superb programme. The International speakers are from all over the world and we have achieved an excellent geographical representation.

We are currently assessing an assortment of options for proceedings ranging from hard copy through to various means of e-proceedings.

Presently Abstracts are already being presented for assessment.

At this stage we are in discussion with 8 groups for Pre-Congress days, these being:
1. V5 Nutrition Pet Alliance
2. PennHip training
3. Pain Management
4. Ophthalmology
5. IVENTAN
6. International Society of Feline Medicine
7. Orthopaedics
8. Dentistry

We are excited with the prospect of these as they will add to the education available to delegates. Discussions are on-going with the respective groups and we hope that we can progress these in the first half of 2012.

Sponsorship and Exhibition
This is progressing quite well with responses from International and local companies. To date we have sold sponsorship at most levels and of course we are keen to add to our current quota. We are also looking at other forms of sponsorship income and are working with our sponsor partners to ensure maximum exposure for them and return on their investment.

Exhibition booths have not yet been marketed but are already receiving enquiry and a number of booths have already been sold which is very exciting and positive.

Social Program
Planning is well underway for the Opening ceremony, Gala Dinner, New Zealand night and the Closing Ceremony. Venues are booked with themes already in hand. Once we have an indication re delegate numbers and attendees to each function we will be able to advance these ideas further.
**Marketing**
This is ongoing and continues to be our main focus. We have attended NAVC in January 2012 and Western Veterinary Conference Las Vegas in February 2012. Throughout this year we will have presence at Australian Veterinary Conference in Canberra, ASAVA in Perth, and of course here in Birmingham.

Where ever we have been we have had excellent feedback and with a constant stream of gratifying comments about WSAVA coming to New Zealand which bodes well for our Congress.

In summary we are progressing extremely well and continue to be excited with the upcoming Congress coming to New Zealand. We have an excellent team who are all doing a fantastic job and we also owe a huge thanks to our PCO who are supporting us extremely well.

I’m looking forward to seeing you all in Birmingham as we continue our wonderful journey.

Dr Pieter Verhoek  
Chair Local Organising Committee WSAVA 2013, Auckland New Zealand

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**13.4. Cape Town, South Africa 2014 - Dr. Kevin Stevens**

**REPORT OF THE LOCAL HOST COMMITTEE CHAIRMAN OF WSAVA 2014 CONGRESS, CAPE TOWN SOUTH AFRICA TO THE ASSEMBLY MEETING IN BIRMINGHAM, APRIL 2012.**

With such a short time lapse since Jeju and the upcoming conference in April; It has been a challenge to collate efforts and communication between Kenes, Savetcon and the LHC.

The contract between Kenes and Savetcon is still not finalized which has made it difficult for Savetcon to get involved without any guarantees of remuneration for their efforts. Understandably they have not been eager to participate and contribute before their appointment is finalized! The lesson learnt is that it is essential for a local host PCO to be finalized and formalized as soon as possible after the bid has been accepted. This may now well become an appointment controlled by Kenes in the future. It is hoped that this contract will be finalized by our next meeting. The LHC has felt somewhat hamstrung without the full support of the local PCO. Another frustration is the absence of any budget from Kenes, indicating how much is to be spent on marketing, social functions and the scientific programme. There are grey areas regarding organizing responsibilities for the LHC and our local PCO. We are confident that matters will be on track after the meeting in March. The contract between SAVA, NVCG and WSAVA is also still outstanding. One again, it is essential that this is finalized and signed soon after the bid has been accepted. We hope to have this signed at the meeting in March.

Since Jeju, I have had two telephone conference meetings with Bastiaan Schot of Kenes and Jolle Kirpensteijn from WSAVA EB. We have managed to put a time frame in place and look forward to our combined meeting on 8 March in Cape Town. This will include attendees from the LHC, KENES, SAVETCON and SAVA.

We will be visiting the conference venue as well as social venues. The social programme will be high on the agenda of this meeting.

The planning schedule is included as an attachment.
The scientific content will include streams with an African tone, highlighting our pertinent epidemiological problems. Prof Remo Lobetti has worked hard compiling the scientific programme. This is also attached for perusal. This will be a stage for our own veterinarians to be heard. It will also be a true privilege to bring the calibre of WSAVA lecturers to our continent to present talks on all aspects of small animal veterinary medicine, surgery and animal welfare and to fulfill the vision of WSAVA.

There will be a drive to draw fellow African vets to Cape Town. Incentive schemes have been discussed to encourage neighbouring veterinarians to attend. We have made in-roads in involving visiting veterinarians to help with hands on clinical work in indigent communities in Southern Africa. This will be voluntary and an exciting opportunity to give of your time to benefit our people.

The lure of Africa will include opportunities for unforgettable game safaris, whale watching, cage diving with Great White Sharks and scenic tours of our beautiful country. Wilderness safaris group have been approached to put together tailor-made packages to cater for the needs of our touring vets and families. They are community – driven and eager to be involved in returning favours to the communities where they are based.

The National Veterinary Clinicians Group (NVCG) of the South African Veterinary Association will be the host and the congress will take place in Cape Town from the 15th - 19th of September 2014. We are expecting to attract in excess of 2000 veterinarians from all over the world to our country. This is an event not to be missed. We look forward to welcoming you to our amazing country.

SEE YOU AT WSAVA 2014, SEPTEMBER 2014 IN CAPE TOWN!

Dr. Kevin Stevens
Local Host Chairman
WSAVA 2014, South Africa

Mobile: +27824486449
Fax: +27865124452
Email: kvet@eastcoast.co.za
Website: www.wasava2014.com

13.4.1. South Africa Program Ideas - Follow Link
follow www.vin.com/Link.plx?ID=5089198 13.4.1. SA Program Ideas 2014
13.5. Bangkok Thailand 2015 - Pending

13.6. Congress 2016 Bid

13.6.1. Bid Received from NAVC/AAHA - CSC Recommendation

In December 2011 the CSC acknowledged receipt of the NAVC bid to jointly host the WSAVA congress with AAHA in 2016. The CSC met by teleconference on Dec 13th 2011 to discuss the bid.

The CSC had no objections to the bid and used item 7 of the Bidding SOP to accept the bid. They recognised the quality of the NAVC in the past and looked forward to a good congress with effective branding of WSAVA.

They welcomed the move (referred to in covering letter from NAVC) to look at discounted registration fees for developing countries (as defined by the WSAVA CE program) and urge that this is implemented in Orlando in 2016.

The CSC commented that the time for preparing the bid submission was abbreviated by the short interval between WSAVA 2011 and WSAVA 2012 and that in future bidding associations should be given 6 months notice to submit regardless of the congress interval. However given that there were no other bids and that NAVC /AAHA bid fulfilled the criteria of the selection process they recommend that the 41th WSAVA World Congress be hosted by NAVC and AAHA in Orlando January 16-20th 2016.

It was appreciated that the NAVC traditionally host their conference in January and that logistics and conference centre bookings dictate that this happens. However this is not the preferred time for WSAVA WC so there may need to be some discussion with the EB and then the Assembly about the timing of subsequent WSAVA WC.

Also the Assembly members need to be informed of the financial arrangements and agreements between the WSAVA and NAVC/AAHA.

The role of Kenes needs to be articulated clearly as they will not be the PCO for this Congress

1. Marketing of the WSAVA brand
2. Receipt of operational and financial reports from NAVC/AAHA at regular intervals and these to be forwarded to the WSAVA EB

Yours Sincerely
Nicola Neumann
Chair CSC
13.6.2. EB Recommendation

WSAVA Executive Board Endorsement of 2016 NAVC/AAHA

The WSAVA Executive Board has received one bid (NAVC/AAHA combined bid) for the 2016 World Congress. There was an additional inquiry after the bid deadline had closed but this request was not considered by the EB and the CSC. The CSC statement is available in the Assembly book and after carefully reviewing the bid and the bid site (NAVC Conference 2012 in Orlando, Florida) the executive Board had decided to officially endorse the CSC suggestion to allow the 2016 NAVC bid to be presented to the Assembly. Prof. Colin Burrows was not involved in the executive board discussions, and abstained from voting declaring conflict of interest.

We think it is a unique opportunity for the WSAVA to return to the USA after 26 years (last congress was in San Francisco in 1990) and we have experienced a well run and excellent meeting in Orlando, with all facilities and logistics in place. It needs to be clear that this bid is outside of the contract that we have with our PCO Kenes. Because of that fact, Peter Ihrke and I have negotiated with the NAVC Exec Board the following stipend for hosting the WSAVA Congress 2016: A monetary amount of 100k USD and an additional amount of 25 USD per delegate above the average of paying veterinary delegates (excluding technicians/industry/etc) of the mean number of the last 3 years + 200. This will cover the expected expenses of the WSAVA during 2016 and allow a neutral financial balance. Additionally, there will be a reduced fee for developing countries. The Executive Board realizes that the US conference market is difficult to penetrate and quite well saturated. The symbiosis between NAVC and AAHA (two longstanding members of the WSAVA) and the WSAVA will guarantee success and eliminate possible losses when entering a highly competitive congress market such as North America.

Jolle Kirpensteijn & Peter Ihrke
### 13.7. WSAVA Member Association Reports -

Received by Assembly book distribution time & to be posted [www.wsava.org](http://www.wsava.org)

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14. New Member Applications
14.1. Full Membership

14.1.1. Clinician Veterinary Medical Association of Turkey (CVMA)
WORLD SMALL ANIMAL VETERINARY ASSOCIATION
APPLICATION FOR FULL MEMBERSHIP

NAME OF ASSOCIATION - Clinician Veterinary Medical Association - CVMA

ADDRESS OF ASSOCIATION: Eceler Sokak . 16/ A Florya , Istanbul ,Turkey

NUMBER OF MEMBER 120
NUMBER OR PERCENTAGE INVOLVED WITH SMALL ANIMALS 100%

NAME AND ADDRESS OF PROPOSED REPRESENTATIVE: Dr.Akif Demirel
Istanbul Veterinary Polyclinic
Eceler Sokak. 16 /A
Florya
Istanbul
Turkey 34153

PHONE 011 90 212 574 0380- 212 6639142- 212 663 9143
e-mail: drd@istanbulvet.com

NAME AND ADDRESS OF PRESIDENT
Prof. Dr. Nilufer Aytug, Pets Inn Veterinary Polyclinic
Yaliboyu cad. 33/A
Beylerbeyi
Uskudar - Istanbul
e-mail: nilufera@gmail.com

IS YOUR ASSOCIATION A NATIONAL ASSOCIATION? YES
IF YES: IS YOUR ASSOCIATION THE ONLY SMALL ANIMAL ASSOCIATION IN YOUR COUNTRY? NO
IF NO: PLEASE PROVIDE NAME OF OTHER NATIONAL ASSOCIATIONS: TSAVA.Turkish Small Animal Veterinary Association

Brief history of the association:
Our association is a newly founded small animal veterinary association which represents the small animal practitioners of Turkey. Association is founded by Prof.Dr. Tahsin Yesildere, Prof.Dr. Nilufer Aytug, Akif Demirel (DVM) who is the founder president of TSAVA and previous representative of TSAVA, Tamer Ozdogan DVM, Tarik Akan DVM, Ozlem Yagan DVM, H.Filiz Demirel DVM, Dr.Levent Bayraktar, PhD.

CVMA recognizes that the veterinary medicine in Turkey must be practiced in accordance to the rules and regulations of the our new centuries’ requirements. To achieve that we need to work together with other countries as well as other national organizations, introduce the most recent advancements in our profession for our fellow veterinarians to be able to serve in a better way to our beloved companion animals.

Signed: Dr.Akif Demirel
Position: member of the Board of Directors, CVA’s representative
Date: 30.01.2012
14.1.2. Belarusian Republican Public Association of doctors of veterinary medicine of unproductive animals (BELSAVA)

WORLD SMALL ANIMAL VETERINARY ASSOCIATION

APPLICATION FOR FULL MEMBERSHIP

NAME OF ASSOCIATION Белорусское республиканское общественное объединение врачей ветеринарной медицины непродуктивных животных - Belarusian Republican Public Association of doctors of veterinary medicine of unproductive animals (BELSAVA)

ADDRESS OF ASSOCIATION 33 Dimitrova Str., Baranovichi City, Brest Region, Republic of Belarus
NUMBER OF MEMBERS 107
NUMBER OR PERCENTAGE INVOLVED WITH SMALL ANIMALS 100%

NAME AND ADDRESS OF PROPOSED REPRESENTATIVE BELSAVA, Republic of Belarus, Brest Region, Baranovichi City, Dimitrova Str., 33
PHONE +375 17 222 00 90; +375 29 771 57 93
e-mail vetfarm@telecom.by
NAME AND ADDRESS OF PRESIDENT Barbash Siarhei, 4 Minina Str., Minsk City
e-mail vetfarm@telecom.by

IS YOUR ASSOCIATION A NATIONAL ASSOCIATION? YES/ NO
IF YES: IS YOUR ASSOCIATION THE ONLY SMALL ANIMAL ASSOCIATION IN YOUR COUNTRY? YES / NO
IF NO: PLEASE PROVIDE NAME OF OTHER NATIONAL ASSOCIATIONS

Brief history of the association:
An idea of the foundation of the Association came to the Chairman of the Association and Chief Veterinary Officers of the regional cities of the Republic of Belarus two years ago. The Association is founded on February 7th, 2011

The purpose: Enhancing the prestige of a doctor of veterinary medicine of the Republic of Belarus; Introduction with the latest practical and scientific advances in veterinary medicine; Establishment of links with associations in other countries.

Signed: _____________________________________________
Position: Chairman
Date: January 17th, 2012

Please return to: Hon. Secretary WSAVA Walt Ingwersen
14.2. Affiliate Membership

14.2.1. International Federation for Animal Health

WORLD SMALL ANIMAL VETERINARY ASSOCIATION

APPLICATION FOR AFFILIATE MEMBERSHIP

NAME OF ASSOCIATION/FEDERATION... International Federation for Animal Health

ADDRESS OF ASSOCIATION... Rue Defacqz 1, 1000 Brussels, Belgium

NUMBER OF MEMBERS... In 2011: 12 company and 26 Association members.

NAME AND ADDRESS OF PROPOSED REPRESENTATIVE... Barbara Freiechem, Executive Director, International Federation for Animal Health, Rue Defacqz 1, 1000 Brussels, Belgium.

PHONE... +32-2-541 01 11
e-mail... b.freiechem@ifahsec.org

NAME AND ADDRESS OF PRESIDENT... Juan Ramón Alaix, President and General Manager, Animal Health Business Unit at Pfizer, Inc, Pfizer Animal Health, 5 Giralda Farms, Madison, NJ 07940, United States of America.

Brief history of association The International Federation for Animal Health (IFAH) is the global representative body of companies engaged in research, development, manufacturing and commercialisation of veterinary medicines, vaccines and other animal health products in both developed and developing countries across the five continents. IFAH represents both animal health companies (11) and national/regional animal health associations (26). These associations comprise both local small and medium-sized enterprises and international companies. Overall, these companies represent approximately 60% of the global market for animal health products.

IFAH is an international non-profit organisation registered under Belgian law based in Brussels, Belgium. Until 2001 IFAH was named COMISA (Confédération Mondiale de l’Industrie de la Santé Animale - World Federation of the Animal Health Industry), which was incorporated in 1989.

Why does IFAH exist?
- Foster a greater understanding of animal health;
- Promote a predictable, science-based regulatory environment that facilitates the supply of innovative, quality products into a competitive market place. These products contribute to the supply of safe, healthy food, and to high standards of health and welfare for animals and people.

What does IFAH do?
- Act as a unified global industry voice in dialogue with major international bodies (OIE, FAO, WHO, Codex, WTO, etc.), governments, animal health stakeholders, food industry partners and consumers;
- Encourage and assist the development of predictable science-based regulatory processes and standards where authorisation and approval to market medicines is firmly rooted in a thorough risk-benefit analysis;
- Promote international harmonisation of testing requirements for animal health products to facilitate the availability and delivery of new and innovative products worldwide.

WSAVA Honorary Secretary Walt Ingwersen, DVM, DVSc, DACVIM
72 Melville Street, Dundas, Ontario, Canada L9H 2A1
Phone: 001 905 627 8540 Fax: 001 905 627 8425 Email: wjic.ingwersen@sympatico.ca
15. Association Liaison Reports
   15.1. OIE
   15.2. WVA
   15.3. FECAVA

16. New Business

17. Next Meeting and Adjournment - Tuesday March 5, 2013 Auckland New Zealand