

Minutes of the 17th *ecopa* General Assembly
held at 5:00pm on 18 August 2016
in Copenhagen, Denmark

Record of attendance:

- Tuula Heinonen (TuH), Fincopa, Finland (President)
- Philippe Hubert (PH), Francopa, France (Vice-President)
- Philippe Vanparys (PV), GENTOXICON BVBA, Belgium (Treasurer)
- Costanza Rovida (CR), Reach Mastery, Italy (secretary)
- Lisbeth E. Knudsen (LK), University of Copenhagen, Denmark
- Erwin Roggen (ER), 3RsMC ApS, Denmark
- Adrian Smith (AS), Norecopa, Norway
- Marianna Norring (MN), Fincopa, Finland

Apologies for absence were received from:

- Manfred Liebsch
- Kirsty Reid
- Francois Busquet
- Mardas Daneshian

Agenda:

1. Approval of the notice of the Assembly and proxy votes
2. Approval of the agenda
3. Election of the Chairperson and Secretary for the Assembly
4. Election of two keepers of the minutes
5. Annual report
6. The accounts and Auditor's report
7. Granting authority to the Board
8. *ecopa's* website
9. Presentation and discussion of *ecopa's* strategy document
10. Upcoming activities for 2016 - 2017
11. Granting authority to the Board for upcoming activities
12. Any Other Business (AOB)

1. *Approval of the notice of the Assembly and proxy votes*

Approved.

2. *Approval of the agenda*

The agenda was approved.

3. *Election of the Chairperson and Secretary for the Assembly*

Chair Person: Tuula Heinonen

Secretary: Costanza Rovida

4. *Election of two keepers of the minutes*

Adrian Smith and Lisbeth Knudsen.

5. *Annual report*

Minor revisions were proposed and approved.

Czecopa is deleted as it is no longer a member of *ecopa*.

The Swiss 3R Foundation is no longer active, but in 2015 it was still one of the NCPs (National Consensus Platforms).

The table listing board members was re-formatted to provide evidence that the previous board was active until 22nd September 2015, while the new one will be in charge from 22nd September until the 2017 General Assembly.

Costanza Rovida was nominated as Deputy Secretary instead of Mardas Daneshian.

The Annex of the 2015 annual report is missing, but provided later by Francois Busquet.

Tuula Heinonen has revised the document and will send it to Costanza Rovida.

6. *The accounts and Auditor's report*

Erwin Roggen agreed to review the Treasurer's report.

Philippe Vanparys presented the accounts for 2015. All participants signed documents.

The budget for 2016 was presented to the Board by Philippe Vanparys.

Fees have not been received from Italy, Finland and France.

Philippe Vanparys and Lisbeth E. Knudsen are personal members (as there are no NCPs in Belgium and Denmark) and are qualified to be board members.

7. *Granting authority to the Board*

The Assembly granted authority to the Board for the coming period.

8. *ecopa's website*

Adrian Smith has updated the website with the help of an IT company. As it is now, minor updates are easily implemented, but extensive re-organisation of the website will involve expense.

ECHA may publish the link to *ecopa* website in its Stakeholder's page if it contains any tools, information and guidance that are publicly available and free of charge. There is already a page on the *ecopa* website with external links. Adrian will gradually expand these, to include short explanations of the organisations to which they are linked. A link to ALTEX should be included (www.altex.ch).

News from NCPs should be communicated to Adrian Smith, for addition to the website.

9. *Presentation and discussion of ecopa's strategy document*

The *ecopa* strategy document was presented and it was pointed out that it is a living document.

The mission of *ecopa* was discussed. It was proposed that it should include the development of new methods that go beyond simple replacement, rather just describing innovative strategies for developing new relevant models. There is some concern about how to explain this in the most scientific manner. Replacement alone is not satisfactory, because it assumes that an animal model is always the starting-point. Philippe Hubert will propose a new text and comments are expected by 15 September.

There was full agreement on *ecopa's* vision, SWOT analysis and strategic goals.

The action plan of *ecopa* should list the joint workshop of *ecopa* and SSCT (Scandinavian Society for Cell Toxicology) on 14-16 June 2017.

Any further comments were asked for by 15 September.

Philippe Hubert volunteered to host the 2018 meeting in France.

10. *Upcoming activities for 2016 - 2017*

The next event will be the Helsinki workshop in 2017 (see point 9). The flyer was distributed. The next General assembly will be on 14 June 2017 in Helsinki, during the workshop.

11. *Granting authority to the Board for upcoming activities*

The Board was granted authority for upcoming activities.

12. *AOB*

1: A question was raised from Swiss partners: since the Swiss platform no longer exists, they would like to join another NCP. It was decided that there is no geographical limitation. Any stakeholder can join the NCP of another European

country. During meetings they represent that platform and not their own country. Registration can also be made directly to *ecopa*, by paying the fee of 100€.

2: The board can nominate an expert from any other country if the need is demonstrated.

3: *ecopa* has been invited to join ESTAF. Tuula Heinonen and Costanza Rovida participate already, but with different affiliations. It was decided to keep Philippe Vanparys as a representative of *ecopa*, with Philippe Hubert as his deputy. Philippe Vanparys will communicate this to EURL-ECVAM, and will also ask whether Tuula Heinonen or Costanza Rovida may also represent *ecopa* at meetings.

End of meeting: 16:30

Copenhagen, 18 August 2016