

CONFIRMED MINUTES

FEBRUARY 2023 BOARD MEETING

At the **April 2023 Board Meeting** on **21 Apr 2023** these minutes were **confirmed as presented**.

Name:	The Management Agency National American Foulbrood Pest Management Plan
Date:	Friday, 17 February 2023
Time:	9:00 am to 3:00 pm (NZDT)
Location:	Board Room, Level 6 Harbour Tower, 2 Hunter Street, Wellington
Board Members:	Mark Dingle (Chair), Dennis Crowley, Gabriel Torres, Hayley Praghert, Jane Rollin, Murray Lewis
Attendees:	Clifton King, Dwayne Hill, Marco Gonzalez
Apologies:	Jason Ward, Mr Russell Marsh, Val Graham, John Sanson, Mike Harre

1. Board Only Session

1.1 Board Only Session

2. Minutes and Actions

2.1 Confirm Minutes of 15 November 2022 Board meeting

Board Meeting 15 Nov 2022, the minutes were confirmed as presented.



Confirm 15 November 2022 Board meeting minutes

The 15 November 2022 Board meeting minutes were approved.

Decision Date:	17 Feb 2023
Mover:	Mark Dingle
Seconder:	Dennis Crowley
Outcome:	Approved

The Board noted that the online Refresher Training course email and website did not highlight that it is free of charge and requested that this is addressed.

2.2 Action List

Due Date	Action Title	Owner
31 Jan 2022	Clifton to ask Payroll to check that leave entitlements for all e... Status: Completed on 30 Nov 2022	Clifton King
15 Apr 2022	Apiary Inspection Capacity Status: Completed on 17 Feb 2023	Clifton King

Due Date	Action Title	Owner
29 Jul 2022	Operations Managers to prioritise DECA's for review based on insp... Status: In Progress	Clifton King
31 Aug 2022	Investigation of the relative costs of fulltime versus part-time AP2s Status: On Hold	Clifton King
30 Sep 2022	IT Security Quote Status: Completed on 13 Jan 2023	Val Graham
25 Nov 2022	Send online training links to board Status: Completed on 25 Nov 2022	Janette Gwilliam
30 Nov 2022	HiveHub AFB Reports Status: On Hold	Clifton King
2 Dec 2022	Doodle Poll for 2023 Board meetings Status: Completed on 2 Dec 2022	Clifton King
16 Dec 2022	Biosecurity Act 1993 definition of 'corporation' Status: Completed on 28 Nov 2022	Mike Harre
16 Dec 2022	Meeting with 'in-house' laboratories Status: Completed on 9 Dec 2022	Clifton King
16 Dec 2022	Vendor for website project Status: Not Started	Val Graham
17 Feb 2023	s53 Honey Permission Status: Not Started	Mike Harre
24 Feb 2023	Abandoned apiary reporting Status: Completed on 10 Feb 2023	Dwayne Hill
24 Feb 2023	Finalise Management Agency response to Round 3 submissions Status: Completed on 7 Mar 2023	Clifton King
24 Feb 2023	Update and resubmit AFBPMP Consultation Round 3 booklet for approval Status: Completed on 7 Mar 2023	Clifton King
24 Feb 2023	Update proposal to reflect Board infringement fine decision Status: Completed on 7 Mar 2023	Clifton King
24 Feb 2023	Update proposal and Consultation to reflect obligations and approach Jan MacKay to Māori Status: Completed on 10 Mar 2023	
24 Feb 2023	Update schedule for submission of proposal to Minister Status: Completed on 7 Mar 2023	Clifton King
24 Feb 2023	Prepare media statement Status: On Hold	Clifton King

The Board noted that:

- The Apiary Inspection Capacity action item was closed as the AP2 inspection capacity has increased by 70%.
- The additional HiveHub AFB Reports are on hold pending the development of the new strategy.



Abandoned apiary decision tree

Develop decision tree for abandoned apiaries.

Due Date: 14 Apr 2023

Owner: Marco Gonzalez

2.3 Interests Register

The Board noted that Gabriel Torres and Mark Dingle had updates to their interests to add to BoardPro.

3. Management Papers

3.1 National Compliance Manager Report

Clifton presented the National Compliance Managers report to the Board. He advised that since the Board Pack was sent to the Board he had made the decision to delay the initiation of Honey Surveillance in the North Island, as North Island beekeepers are currently recovering from the cyclone.

He also advised that many North Island beekeepers were experiencing difficulties accessing their beehives, and that number of AP2 inspections performed in February/March would decline as a result of weather-related access issues.

The Board discussed the impact of the cyclone on beekeepers, and what the Management Agency could do to assist. The Board noted the primary impact on beekeepers was ability to access beehives, and in certain locations, e.g. Hawkes Bay lost beehives. The Board noted that the Management Agency was already assisting people that found lost beehives to contact their owner. The Board also noted the AFB spread risks associated broken beehives (with honey still on) and hungry bees robbing broken hives.



Communications to beekeepers in cyclone affected areas

Send an email to beekeepers in cyclone affected regions advising them of the assistance available, and that importance of managing AFB spread risks associated with flooding.

Due Date: 24 Feb 2023

Owner: Clifton King



Change to Statistics table in National Compliance Manager Report

Add an additional column to the Statistics table to describe the percentage change since last year.

Due Date: 14 Apr 2023

Owner: Clifton King

3.2 Strategy Roadmap

The Board considered the outcome of the November Strategy workshop and the further advice received from Alacrity Lab on how to progress the strategy.

The Board agreed that it needed to do further work to develop the strategy but was concerned that accepting Alacrity Labs' proposal may not lead to the best outcome. The Board agreed that the strategy should have the following elements developed by the Board:

1. A vision statement the described the desired future state.
2. A mission statement that describes the fundamentals required to achieve the vision, e.g., "Find Destroy Report."
3. The strategy objectives
4. The strategic initiatives to achieve the objectives including:
 - a. Success Measures
 - b. Priorities
 - c. Timeframes

Management would then use these directions from the Board to develop an Annual Plan for the delivery of strategy objectives for Board approval. The annual plan would include the following elements for each objective:

1. Specific actions

2. KPIs
3. Timeframes
4. Responsibility

The Board discussed the approach to developing the "5-year Strategy" facilitated by Peter Lawless. The Board agreed that Mark and Clifton should approach both Alacrity Lab and Peter Lawless to seek proposals as to how they would work with the Board to progress the strategy as outlined above.



Proposals to progress strategy

Mark and Clifton to contact both Alacrity Lab and Peter Lawless to seek proposals to progress the strategy.

Due Date: 31 Mar 2023

Owner: Clifton King

3.3 Operations Manager Report

The Board reviewed the Operations Manager Report and sought an update on the impact of the cyclone on beekeepers and the AFB risks associated with flooding and beekeepers being unable to access their apiary sites.

Dwayne advised that the Management Agency was assisting beekeepers that found gear that had been washed away to find its owners.

Clifton advised that ApiNZ was engaging with the beekeeping community to understand their needs and advocate to government of their behalf. Karin had advised him that it was still early days, and that the full impact on beekeepers had yet to be understood. She had advised that access to apiary sites and ability to feed their bees were top priorities at the moment.

Clifton advised that the Management Agency could assist ApiNZ and government agencies to quickly understand the extent of the impact if the Management Agency had access to a shapefile describing the flood zones. He could use this shapefile to estimate the numbers of colonies, apiary sites and beekeepers affected by flooding.

Mark questioned why AP2s were finding significantly more AFB in the Southern Region than the Northern Region. Marco advised that a number of High Risk Beekeepers had been identified in the Southern Region. Dwayne highlighted that it was more challenging to find apiaries that were the source of infection in the Northern Region, as beehives were more mobile in the north than in the south. These additional movements increase the likelihood that:

- AFB is reported in an apiary that was not the apiary the beehive was in at the time it became infected, or
- The beehive that was the source of the infection had been moved by the time that AFB was notified.

The Board sought clarification of some of the statistics in the Operations Manager Report and requested that future reports describe both the counts and the percentages.



Flood regions shapefile

Clifton to ask APiNZ to obtain a shapefile of the flood zones.

Due Date: 24 Feb 2023

Owner: Clifton King



Include AFB counts and percentages in Operations Manager Reports

Dwayne and Marco to ensure that future Operations Manager Report include both AFB counts and percentages.

Due Date: 14 Apr 2023

Owner: Dwayne Hill

3.4 IT Security Quotes

The Board reviewed the cybersecurity and privacy assessment proposals, and sought clarification that:

- the scope of each proposal was appropriate and the same, and
- the expected quality of work from each vendor was appropriate and similar.

Clifton advised that the scope of both proposals was the same, and that both vendors were expected to deliver to an appropriate and similar standard.

The Board decided that Unisphere statement of work was preferred, as it was less expensive, and quality of service expected from both companies is expected to be similar.



Unishpere Statement of Work approval

The Board approved the Unisphere Statement of Work.

The Board noted that completion of the work described may identify remediation work that requires further expenditure. This will be presented to the Board for approval prior to being initiated.

Decision Date: 17 Feb 2023

Outcome: Approved

3.5 Detector Dog Trial

The Board considered the research paper: Thomson, N.; Taylor, M.; Gifford, P.; Sainsbury, J.; Cross, S. Recognition of an Odour Pattern from *Paenibacillus larvae* Spore Samples by Trained Detection Dogs. *Animals* 2023, 13, 154.

The Board noted that this research was published in a referred scientific journal, and that the paper states that further studies are required to assess the sensitivity and specificity of trained detector dogs under field conditions.

The Board discussed the Management Agency's role with respect to AFB research, and agreed that it did have a role supporting and facilitating AFB research. However the Board also agreed that the Management Agency was not a research funding agency and noted advice from MPI that the levy order may prevent using levy payers funds to fund research projects.



Letter to AFB detection Dog Research team

The Board agreed that the Board Chair should write to the research team:

1. Thanking them for their scientific contribution demonstrating that detection dogs can recognise an odour from *Paenibacillus larvae* spore samples.
2. Advising that the Board agrees that further research is required to investigate the accuracy of using detector dogs in the field
3. Encouraging research organisations to consider developing research proposals to submit to appropriate research funding organisations.

Decision Date: 17 Feb 2023

Outcome: Approved



Media requests

The Board agreed that the National Compliance Manager should respond to any media requests on the Board decision and provide an update in the NZ Beekeeper Magazine (April edition).

Decision Date: 17 Feb 2023

Outcome: Approved

4. Matters for Discussion

4.1 Health and Safety Report

The Board noted the Safety and Wellbeing report, February 2023.

4.2 Training Report

The Board noted the February 2023 Update on AFB Recognition Training Courses.

4.3 2021 Budget Forecast

The Board noted the February 2023 Finance Report, including advice that the forecast year end deficit was likely to decrease from \$50,441 to \$20,000 as the impacts of the cyclone were likely to delay planned autumn work.

4.4 Complaints Report

The Board noted the Complaints Report, February 2023.

5. Other Business

5.1 Other Business

No other business raised.

6. Close Meeting

6.1 Close the meeting

Next meeting: April 2023 Board Meeting - 21 Apr 2023, 9:00 am

Signature: _____

Date: _____