

European Society of Toxicologic Pathology e.V.

Minutes of the Annual General Assembly held on 27th August 2020, 2-4 pm (CEST), virtual meeting

58 members attended (plus 14 executive committee members)

- 1. Welcome and Introductory Remarks**

The meeting was opened timely by the outgoing chairperson, Anna-Lena Frisk, who welcomed the members to the meeting. . She stated that the invitation was conforming to the constitution and had been made timely, and thus the assembly had a quorum. The recording of the AGA to facilitate minute writing purposes was permitted.
- 2. Approval of Agenda**

As Secretary Gabi Pohlmeyer-Esch had circulated the agenda to the membership prior to the AGA, according to constitution.

The agenda was approved by the membership and the Executive Committee (EC)
- 3. Approval of Minutes of Annual General Assembly, 2019, Cologne (Germany)**

Prior to the AGA the minutes of the Annual General Assembly 2019 (Cologne, Germany) had been circulated to the members by the Secretary Gabriele Pohlmeyer-Esch. There were no comments or questions and the minutes were approved by the assembly and the EC.
- 4. Report of the Executive Committee: ESTP Highlights and Achievements of Past Year**

The outgoing chairperson, Anna-Lena Frisk, presented the ESTP highlights and achievements of the past year to the membership.

She congratulated the organizers of the two finalized ESTP International Expert Workshops: the manuscript resulting from the 6th workshop on “Adversity of Thyroid Follicular Epithelial Hypertrophy/Hyperplasia” was submitted for publication; the manuscript of the 7th workshop on the topic “Towards Regulatory Acceptance of Digital Toxicologic Pathology” has been submitted for publication in a special issue on Digital Pathology in the ToxPath Journal. During this workshop the current 8th workshop was planned and designed to focus on the topic “IT Aspects of Digital Pathology in Nonclinical Safety” with the objective to identify IT and quality assurance requirements for Digital Pathology. Anna-Lena emphasized that digital pathology is a tremendously important topic in times of increasing need to rely on digital solutions.

She stressed the importance of the close exchange between the European societies ESTP, ESVP and ECVF which share common topics and interests; not to forget the joint Cutting Edge Congress 2021. The main goal is to attract young pathologists to the workfield of toxicologic pathology. In addition, international collaboration is fostered through the contribution of ESTP to the Global Presidents’ Meeting, which comprises the STP, the British, French, Japanese, Dutch, Korean, Indian and Latin American Societies. One main aim was to create a joint list from past and upcoming congresses in order to make it easier to coordinate future congress topics and avoid

overlapping of such.

Anna-Lena welcomed Ute Bach into the GESC Committee who took over Christine Rühl-Fehlert's position, whom Anna-Lena thanked for her continuous contribution to the society. She then expressed her special thanks to the ESTP's former representative on the ToxPath editorial board, Catherine Botteron, who resigned for personal reasons, and has been followed by Béatrice Gautier, the current president of the French Society of Toxicologic Pathology. ESTP member Kevin Keane was welcomed as incoming Editor in-Chief of the ToxPath Journal and will be an excellent link between the European and US communities.

Within the ESTP EC, Angele Breithaupt, the councillor of Younger Generation, resigned after contributing to attract and support young pathologists. This position will be taken over by Emmanuelle Balme, who formerly edited the ESTP's newsletter. Therefore, this task was vacant, also after offering it to the membership. The EC decided to allocate this task to the EC's new administrative assistant, Amy Narewski, who will support especially the secretary, the treasurer and the chairman. The EC made this decision, because they experienced and anticipate it hard to find volunteers for present and future tasks and positions. This became especially evident after the unsuccessful search for a successor for the current secretary, Gabriele Pohlmeier-Esch. She had wished to step down as secretary of the ESTP, but now agreed to continue, and we are very grateful for that. The EC considers its work as very rewarding as the ESTP strikes to be a society with broad influence amongst the toxpath community, regulatory authorities and academia, maintaining consistency and a high standard in Europe and the world. Anna-Lena stressed that the EC is looking for an interim-secretary to be introduced into this position gradually. Volunteers are always welcome.

Anna-Lena expressed her thanks to the webmaster, Rupert Kellner, who always keeps the material on the website updated. Likewise, the "Guess what" committee, led by Susanne Rittinghausen and Dirk Schaudien, is doing a great job and is always pursuing new interesting cases to be published.

The ESTP continues to support educational activities for veterinary pathologists. At the ESVP/ECVPSummer School, an ESTP representative regularly presents career perspectives in toxicologic pathology. In addition, the ESTP sponsors one keynote lecture. This year's Summer School was cancelled, but next year it will take place in Zagreb (Croatia). A new decision made by the EC was to organize the toxpath modules for the residence program in Hannover under the umbrella of the ESTP. It will be offered to international veterinary students and will be free of charge. Experts will present 16 study modules with the aim to give insight into the everyday work in toxicologic pathology.

A further educational opportunity for the toxpath community is the annual Classic Examples, which offers a great opportunity to expand knowledge in the field of toxicologic pathology and to network with colleagues. In addition, this year two webinars will be scheduled for

November and will be organized in cooperation with the BSTP, SFPTECV and ESVP.

Unfortunately, this year's Cutting Edge Meeting had to be postponed due to the pandemic. Nevertheless, this meeting diligently organized by the SOC will take place in Torino in 2021. Anna-Lena thanked Raffaella Capobianco and Pierluigi Fant for the efforts already made and for their willingness to continue leading the SOC until 2021. Luckily, the ESTP was able to postpone the start of the contract with Pauwels, our new Professional Congress Organizer (PCO), to 2022. The PCO for the Torino meeting, "EV" will conduct next year's meeting in cooperation with the university; all resulting in few additional costs for postponing the meeting. The exact dates are still to be announced.

Future ESTP meetings are planned for 2022 in Maastricht (the Netherlands), 2023 in Basel (Switzerland), 2024 in Madrid (Spain; Cutting Edge Meeting) and 2025, in cooperation with the BSTP, in the UK.

To sum up, Anna-Lena thanked all of the EC members, whose effort is absolutely essential, for their dedicated work and support. Apart from that she encouraged members to support the ESTP by participating in committees and volunteering for open positions within the EC.

5. Questions & Answers: Pre-Circulated Reports of Committees and Councillors

Prior to the meeting the membership had received the reports of the committees and councillors by email. Anna-Lena presented a short written statement made by the chairs of each committee. She highlighted that the "Guess What" committee is always open to receive new cases, and that the position of chair of the Clinical Pathology committee is vacant; therefore, volunteers are welcome.

No questions were asked.

6. Financial Report and Membership Fees

The financial report was presented by the treasurer Kuno Würsch.

He highlighted the most recent actions since the last AGA in Cologne, 2019:

- The credit card fees have been lowered to around 1.5-2% from 17% in 2017. The amount of credit card payments has increased and no more sensitive details need to be sent via email, the payer inserts them directly.
- The banking fees continue to be stable at about € 50.00 per month.
- The shipping costs of INHAND fascicles were € 3,755.00.
- The job advertisements constitute around 13% and the donations around 30% of the total revenue.
- The audit form from 2018 was updated and signed again by the auditors due to some adjustments in accrued expenses.
- This year tax documents are due, and they are currently being prepared by our tax advisor Confidia, Berlin (Germany).
- With the EC decision to make use of an administrative support, for 2021 the anticipated costs of approximately 20k € per year have been reflected in the budget for 2021.

The financial report of the account on the 31st December 2019 stated that the current assets are € 165684 with a surplus of € 26,374.00. In

comparison with the previous fiscal year the financial situation of the society continues to be stable.

For the year 2019 the highest expenses were made up of Classic Examples and the legal advice, which was needed to comply with the GDPR, Journal and goReni support. The main revenue for 2019 were the membership fees and Classic Example registration fees, donations and job advertisements

A member asked if the society's revenue and assets continue to be within regulations for a non-profit organisation. Kuno answered that the EBVS recommends its colleges a reserve amount, which should be the equivalent of three years of the annual revenue as a reserve on the account. Nevertheless, the assessment depends on the German tax authorities.

The total assets for 2020 (21st August 2020) were(00) €157,833.00 with a surplus of € 20,159.00Kuno recommended allocating one part of the surplus to future INHAND publications in order to relieve the budget for 2021. In 2021 as many as three INHAND publications may need to be financially supported.

For 2021it seems possible that the ESTP will endure a significant net loss of up to € 17,100.00 (expected expenses € 55,200.00, expected revenue € 38,100.00), mostly related to the additional administrative support. If the net assets decline continuously, adaptation of the membership fee may become necessary in the farther future. Based on the current financial situation, there is no need for action.

There are currently 310 society members from 23 countries including 5 honorary members and 23 members paying a reduced fee (student and retired members). 213 have paid their membership fees for 2020, 23 have not paid since2019 and 8 have not paid their dues since2018.

The membership voted for maintaining the current fees (regular fee €80 and reduced fee €35), so the fee will not change for 2021. (for: 55; against: 1; abstention 5).

7. Report of the Auditors

Six weeks prior to the AGA the society auditors Wolfgang Kaufmann and Pierre Maliver had received all balance sheets from 2019 and 2018. The audit from 2018 had been updated due to some adjustments in accrued expenses and was signed again by the auditors.

Wolfgang confirmed that they had found the accounts in excellent order and recommended them for acceptance by the membership.

The membership granted its approval for the acceptance of the financial report (for: 64; against: 0; abstention: 1).

**8. Vote:
Exoneration of Executive Committee**

The membership granted its approval for the work of the executive committee (for: 61; against: 0; abstention: 3).The EC has herewith been exonerated.

9. Confirmation of Auditors

The chairperson thanked the auditors for their work.

The assembly approved of the continuation of Wolfgang Kaufmann and Pierre Maliver as auditors (for: 61; against: 0; abstention: 2).

10. Results of Electronic Elections to ESTP Executive Committee

Rupert Kellner presented the results of the electronic election of Executive Committee members, which took place from 11th of May to 20th of June 2020. The results had already been announced by email to all members after the end of the election period. 108 ESTP members had submitted their vote.

The following nominees were elected or confirmed by re-election (in brackets: votes for/against/abstention):

Position	Name	Votes (for/against/abstention)
Designated chairman	Dr.Silvia Guionaud	87/5/16
Vice chairman	Dr.Lars Mecklenburg	89/1/18
Secretary	Dr. Gabriele Pohlmeier-Esch	96/1/11
Treasurer	Dr. Kuno Würsch	99/0/9
Councillor for International Cooperation	Erio Barale-Thomas	87/5/16
Councillor for Digital Pathology	Dr. Vanessa Schuhmacher	92/0/16
Councillor to represent University Teachers	Prof. Dr. Wolfgang Baumgärtner	82/4/22
Councillor for the younger generation	Dr. Emmanuelle Balme	97/1/10
Councillor for electronic communication	Dr. Rupert Kellner	100/0/8
Councillor for Classic Examples	Dr. Thomas Nolte	99/1/8
Councillor for Nomenclature	Dr. Susanne Rittinghausen	94/1/13

11. Presentation and Vote: Amendments to ESTP Constitution

Gabriele Pohlmeier-Esch presented the proposed amendments to the ESTP Constitution. These had been circulated to the members eight weeks prior to this AGA with the invitation.

The amendments proposed for vote were the following:
-to update the definition of the term “toxicologic pathology” and to

enable the use of remote communication tools (**§2.Purpose**);
- to update requirements (involvement in toxicologic pathology) for full membership (**§5. Membership**);
- to update requirements (experience needed in toxicologic pathology) for executive committee members (**§7. Executive Committee**);
- to clarify the statement on non application of discrimination in EC(**§7. Executive Committee**);- to clarify the statement about dues period(**§10 Membership Fees**);
- to be compliant with Data Protection legislation and to enable the use of external resources (**§12. Data Protection**).

The proposed text changes are appended to the minutes.

The assembly voted by majority vote for the proposed amendments to the ESTP constitution (for: 61; against: 0; abstention: 1).

12. New Members

The secretary presented the list of 12 new members. All of them were approved as members by the EC as they fulfil constitutional criteria.

The new members are (in the order of entry date):

Reina Fuji

Richard Haworth

Elie Dagher

James Reindel

Charlotte Lempp

Laura Polledo Ruiz

Federica Gnudi

Sébastien Laurent

Sarah Kitz

Seong-Wook Yun

Johannes Junginger

Ann-Kathrin Haverkamp

13. Data Protection

Gabi informed the members that the ESTP sought legal advice in order to make sure to comply with the GDPR. The Vice Chairman Lars Mecklenburg was of great help in this regard. As a result, three documents were produced:

- A list which contains information on all data processing activities, e.g. description of technical and organizational measures, names and contact details of responsible people, categories of data receivers and data deletion practice. It is stored on the website where it is available to all EC members. It is reviewed annually.
- The "Privacy Policy": It explains all data processing by ESTP, concerning members and non-members and is also available for the EC on the website.

- A contract template for data processing by 3rd parties, which regulates the exchange of data between ESTP and subcontractors and defines responsibilities. The template is stored on the website where it is available to all EC members. The first contracts with subcontractors have been signed.

Data Protection is an ongoing topic, and as such will be discussed regularly within the EC.

14. Proposal and Ratification of Representatives for Sister Societies/ Other Bodies

Prior to the AGA, the secretary had asked sister societies to nominate their representatives within ESTP. The following representatives had been (re-)nominated by the societies:

French Society: Béatrice Gauthier

Dutch Society: Eveline de Rijk

Hungarian Society: György Selenyi

British Society: Zuhail Dincer

The assembly approved the above mentioned societies as sister societies of the ESTP (for: 61; against: 1; abstention: 0).

The representatives named above were confirmed by the assembly by unanimous vote (for: 60; against: 0; abstention: 1).

15. Task Force “Vision for the Society”

Anna-Lena presented the new task force with the goal to formulate a mission statement and to work on the goals towards the realization of the vision. The current members are Anna-Lena Frisk, Annette Romeike, Franck Chanut, Thomas Nolte and Vanessa Schumacher. They have divided their fields of work into advocacy, education, international collaboration, recruitments and innovation.

16. Task Force “Website/Cloud Solution/Webinars”

Rupert presented the new task force with the goal to recommend digital solutions for data storage and collaboration tools to the ESTP EC and to put them into practice. The current members are Lars Mecklenburg, Franck Chanut, Rupert Kellner and Amy Narewski.

Currently the website can present information and offer surveys, but the ESTP does not have a solution for cloud data storage and virtual collaboration. The group has made a recommendation to EC and this will be further discussed. The tool will mainly be used by the EC, working groups and SOC. From September onwards the task force will also look into solutions to hold virtual meetings.

17. News from Society Journal and Discussion (SE, KK)

The outgoing editor-in-chief of the ToxPath Journal, Susan Elmore, presented the Journal Report to the membership.

The impact factor for 2019 has increased from 1.382 in 2018 to 1.485 and will hopefully continue to rise. The journal was also ranked 56/78 in the Pathology category and 84/92 in the Toxicology category. The time from submission to first decision usually takes 20 days in 2020, just as in 2019; and from acceptance to online publication it is 39 days in 2020 (42 days in 2019). In total, the peer review process takes 4 weeks in 2020 (5 weeks in 2019). The numbers are similar to 2019 or slightly better, nevertheless, Susan highlighted the main objective was that the Journal serves its readers.

Selected Highlights for 2019/2020 were that

- Dr. Andrew Suttie was announced as a new Associate Editor for Invited Reviews and the ESTP members were invited to hand in any proposals for authors or topics.
- Sage has implemented a new, improved online proof review and submission website.
- The title pages for SRPC and TPF articles now have standardized titles and disclaimers.
- Updates of author instructions with notes for the proper use of Nomenclature and the description of research involving animals.
- Classic Examples will be published thanks to Thomas Nolte.

Susan presented the special issues (Medical Devices, Peripheral nervous System, Digital Toxicologic Pathology, Ocular Toxicologic Pathology, Inhaled Biologics) which have been published and are planned to be published, and thanked the authors.

Susan acknowledged the work of the Managing Editor Stephanie Dickinson, the Illustrations Editor & Cover Designer Beth Mahler, the Senior Advisors for 2019 James Klaunig and Abraham Nyska, and finally the EC/Journal Liaison Lindsay Tomlinson. She especially appreciated the effort of the associate editors, thanking especially Catherine Botteron. She is also looking forward to working with Béatrice Gauthier.

The future editor-in-chief Kevin Keane, whose term begins on the 1st January, was introduced to the membership. He has been on the editorial board of the Journal and been an associate editor since 2016.

Gabi thanked Susan for her excellent work on behalf of the ESTP EC and whole society. She also congratulated Kevin to his new position and looks forward to being able to celebrate this in person.

**18. ESTP
International
Expert
Workshops**

- Update on 6th Workshop “Adversity of Thyroid Follicular Epithelial Hypertrophy/Hyperplasia”

Gabi reported that the manuscript of this workshop has been submitted to *Tox. Path.* in May 2020 and minor revisions were made; it is currently awaiting acceptance.

- Update on 7th Workshop “Towards Regulatory Acceptance of Digital Toxicologic Pathology”

Pierluigi Fant presented this workshop, which was held after the 2019 congress in Cologne, following ten preparatory teleconferences with an expert panel composed of four organizers, 26 international experts and members of the ESTP.

The primary goals were

- to define a set of minimal requirements needed to grant future regulatory acceptance for the use of digital toxicologic pathology workflows in R&D.
- to review whole-slide scanner validation, acceptable data/metadata formats, digital slide transfer, processing, evaluation/analytics, storage, viewing, annotating and archiving

- processes.
- to compare with current practices in diagnostic medical radiology and pathology.
- to discuss practical limitations of digital pathology (eg: resolution, technical requirements, archiving costs).

The manuscript of this workshop was submitted on 28th July 2020 aiming for publication in *Tox. Path. Special issue on Digital Pathology*, with endorsement by major national and international societies for the beginning of 2021. The results will also be presented in posters at the next STP and ESTP meetings.

- Update on 8th Workshop “IT Aspects of Digital Pathology in Nonclinical Safety”

Julie Boisclair presented the ongoing workshop which consists of at least 14 preparatory teleconferences and will be held as a “Virtual Workshop”. It is planned for the week of 15th of November 2020. The expert panel is composed of 45 international multidisciplinary experts and members of the ESTP, coming from 17 pharmaceutical companies, 2 CROs and European HA agency.

The primary goals are

- to continue focusing on IQ and QA in order to provide outlines and goals to the toxicologic pathologic community.
- to initiate a precompetitive practice network to share and define the IT technical and security requirements as a prerequisite to digitization of pathology.
- to provide a guideline that outlines the basic principles for the validation of digital primary read and digital peer review.

- 19. Report of SOC and Presentation of 2021 Cutting Edge Meeting in Torino, Italy** As chair of the scientific organizing committee 2021 Raffaella Capobianco presented the plans for next years’ Cutting Edge Meeting with the ECV/ESVP, which will take place in Torino, Italy. The exact date will be announced soon. The ESTP topic will be “Biomarkers and Organ Toxicity” and three joint keynote lectures are scheduled. In addition, INHAND update and interactive case presentations will be covered. One joint session is planned to be on Covid 19; also, the IATP Satellite Symposium will take place before the congress.
- Further information and details on the scientific program, abstract submission, congress registration and sponsorship will be soon available on the ESTP, ESVP and ECV homepages.
- 20. Announcement: Classic Examples in Toxicologic Pathology XXVIII** Thomas Nolte announced the next seminar Classic Examples in Toxicologic Pathology XXVIII which is scheduled for March 12th and 13th, 2021. He hopes to hold it on-site, but preparations are ongoing to be able to hold it in an online format, if necessary. The organizers plan to present ten cases and prepare a publication in the *Tox. Path. Journal*. The handouts will be available on the website of the ESTP.
- 21. Any other Business** There were no additional questions by the membership.
- 22. Transfer of Responsibility to** Gabi expressed, in representation of the EC, the sincere gratitude of the EC for all of Anna-Lena’s excellent work in her position of ESTP

**new Chairman
and End of
Meeting**

chairperson during the last two years. Anna-Lena received a box of chocolates as farewell present and expressed her pleasure for serving the ESTP in position of the chairperson. She enjoyed the fulfilment of her tasks and underlined this was not possible without the continuous work of the EC members and their willingness to contribute to the evolution of the society.

She welcomed Franck Chanut to the position of chairman. He stated that he is looking forward to continuing the transformation of the society commenced in the last couple of years and he hopes that all persons attending the virtual AGA will be able to meet again in person soon.

Secretary, ESTP

Chairperson, ESTP