

## Crop Protection Canada Connectivity Project Business & Technical Team Agenda/Minutes



**2014-02-26**



1:30 pm ET/ 12:30 pm CT/ 11:30 am MT/10:30 pm PT

- 60 minute duration



Dial +1 (213) 493-0622  
Access Code: 673-082-527



<https://www4.gotomeeting.com/join/673082527>

Documents embedded:

**Contacts:** Marilyn Hunter ([marilyn.hunter@aggateway.org](mailto:marilyn.hunter@aggateway.org)) 916.429.0509 (o) or 916.833.5593 (cell)



### Attendees

**B/T Members:**

- |  |  |
|--|--|
| <input type="checkbox"/> Kathy Belej, BASF Canada                        | <input type="checkbox"/> Andrew Jeremiah, Monsanto                           |
| <input checked="" type="checkbox"/> Sriram Narayanaswamy, BASF Canada    | <input checked="" type="checkbox"/> Chris Mahyle, Monsanto Canada Inc        |
| <input type="checkbox"/> Bob McAuley, BASF Canada                        | <input type="checkbox"/> John Rudnicki, Monsanto Canada Inc                  |
| <input checked="" type="checkbox"/> Tiffany Smith, BASF Corp             | <input type="checkbox"/> Paul Pearson, Monsanto Canada Inc                   |
| <input checked="" type="checkbox"/> Lisa Moskoway, Bayer CropScience     | <input checked="" type="checkbox"/> Bill Sherk, Monsanto                     |
| <input checked="" type="checkbox"/> Shona Burton, Bayer CropScience      | <input checked="" type="checkbox"/> Greg Knox, Richardson International      |
| <input checked="" type="checkbox"/> Mark Morris, Bayer CropScience       | <input type="checkbox"/> Keith Duma, Richardson International                |
| <input type="checkbox"/> Rob Schultz Bayer CropScience                   | <input checked="" type="checkbox"/> Bonnie Schirk Syngenta Canada            |
| <input checked="" type="checkbox"/> Lynda Smith, Bayer CropScience       | <input checked="" type="checkbox"/> Lori Edwards, Syngenta                   |
| <input checked="" type="checkbox"/> Victoria Peoples, Bayer CropScience  | <input type="checkbox"/> Cliff Perkins, Syngenta Canada                      |
| <input type="checkbox"/> Cecilia Garcia, Crop Production Services        | <input type="checkbox"/> Gregg Allan, Syngenta                               |
| <input checked="" type="checkbox"/> Pam Inness, Crop Production Services | <input checked="" type="checkbox"/> Tyler Hummel, Syngenta                   |
| <input type="checkbox"/> Dennis Findlay, Crop Production Services        | <input checked="" type="checkbox"/> Kelly Doucette, UFA Co-operative Limited |
| <input checked="" type="checkbox"/> Stephanie Frazier, Dow AgroSciences  | <input checked="" type="checkbox"/> Cameron Fairweather, UFA Co-operative    |
| <input type="checkbox"/> Amanda King, Dow AgroSciences                   | <input type="checkbox"/> Brett Yeske, UFA Co-operative Limited               |
| <input checked="" type="checkbox"/> Heather Byrne-Moumdjian, DuPont      | <input type="checkbox"/> Keith Jones, UFA Co-operative Limited               |
| <input type="checkbox"/> Sharon Cramp, DuPont Canada                     | <input checked="" type="checkbox"/> Peter Burns, UFA Co-operative Limited    |
| <input checked="" type="checkbox"/> Brad Ewankiw, FMC of Canada          | <input checked="" type="checkbox"/> Lance Beirnes, Univar Canada             |
| <input checked="" type="checkbox"/> Susan Forne, FMC                     | <input type="checkbox"/> Kevin Wood, Univar Canada                           |
|  | <input type="checkbox"/> Rick Pierson, Univar Canada                         |



**AgGateway:**  
 Marilyn Hunter,  
AgGateway

**Anti-Trust** [http://s3.amazonaws.com/aggateway\\_public/AgGatewayWeb/WorkingGroups/AdministrativeDocuments/AntiTrustGuidelines.pdf](http://s3.amazonaws.com/aggateway_public/AgGatewayWeb/WorkingGroups/AdministrativeDocuments/AntiTrustGuidelines.pdf)



## Agenda

Time	Topic	Topic Leader	Desired Outcome	Notes
start	1. Meeting Minutes assigned <ul style="list-style-type: none"> <li>• 2/26 – Marilyn</li> <li>• 3/4 – BASF</li> <li>• 3/11 – Bayer</li> <li>• 3/18 – CPS</li> <li>• 3/25 - Dow</li> </ul>	Hunter	Minute-taker assigned	<ul style="list-style-type: none"> <li>• Lori Edwards taking notes</li> </ul>
	2. AGW Anti-Trust Guidelines		Each team member has agreed to abide by it (see link above)	All are willing to abide.
	3. Review Action Items	Hunter	Team is updated on status of action items.	<ul style="list-style-type: none"> <li>• Create Business Use Cases - One person to draft BU Case, work with volunteer team to finalize               <ul style="list-style-type: none"> <li>○ <b>Action:</b> Due March 31</li> </ul> </li> <li>• <b>Action:</b> Marilyn to send out BU Case templates and link to existing BU cases</li> </ul>
	4. Discussion on basics of messaging	Hunter/ Wilson	Team has a basic understanding of ebMS messaging we will be using in the project – the implementation guidelines - some of the type of providers – and what implementation technologies that some of the companies in the US are using.	<ul style="list-style-type: none"> <li>• Marilyn reviewed the AgGateway ebMS 2.0 Specification Ver3.04 document</li> <li>• Marilyn is willing to have a separate call to discuss this in more technical detail. She would need to bring in a more technical experienced person to assist.</li> <li>• <b>Action:</b> Marilyn to post the document on our project site</li> </ul>

	5. Other items	All	Bring up or discuss any new items	<ul style="list-style-type: none"> <li>AGIIS is the topic in next weeks meeting, led by Member Services</li> <li>All are invited to include others from your company who would be interested in the set-up, subsets, basics of and other points related to AGIIS</li> <li><b>Action:</b> Marilyn to put AEC glossary on our project site</li> </ul>
finish	Next meeting:	Chair	Understand timing and content of next call	3/5/2014 - 1:30 pm ET/ 12:30 pm CT/ 11:30 am MT/10:30 pm PT (This call may be a different number – as Marilyn will not be available) Discussion topics will be the GS1 – GLN/GTIN

Active Action Items List (Items in bold are new items)		
Accountable/Date Assigned	Action Task	Status
K-O Mtg (2/11-2/13/2014)	<p><b>Need create business use cases for the Order Process:</b></p> <ul style="list-style-type: none"> <li>Consignment / Delayed billing are the same thing               <ul style="list-style-type: none"> <li>Tiffany, BASF</li> <li><b>Lisa</b>, Bayer (Victoria )</li> <li>Greg, Richardson</li> </ul> </li> <li>Blanket Order               <ul style="list-style-type: none"> <li>Lance, Univar</li> <li><b>Bill</b>, Monsanto</li> </ul> </li> <li>Early Booking               <ul style="list-style-type: none"> <li><b>Heather</b>, Dupont</li> <li>Cecilia, CPS</li> </ul> </li> </ul> <p>Highlighted the individual who will lead</p> <ul style="list-style-type: none"> <li></li> </ul>	
K-O Mtg (2/11-2/13/2014)	<p><b>Need to create business use cases for the Invoice Process:</b></p> <ul style="list-style-type: none"> <li>Debit memo               <ul style="list-style-type: none"> <li>Peter, UFA</li> <li><b>Stephanie</b>, DOW</li> </ul> </li> <li>Credit memo               <ul style="list-style-type: none"> <li><b>Shona</b>, Bayer (Victoria)</li> </ul> </li> </ul>	

	<ul style="list-style-type: none"> <li>○ Mark, Bayer (Victoria)</li> <li>○ Cecilia/Pam, CPS</li> <li>• Manually processed miscellaneous invoices <ul style="list-style-type: none"> <li>○ Stephanie &amp; Amanda, DOW</li> </ul> </li> </ul> <p>Highlighted the individual who will lead</p> <ul style="list-style-type: none"> <li>•</li> </ul>	
<b>K-O Mtg (2/11-2/13/2014)</b>	<p><b>Need to create business use cases for the Ship Process:</b></p> <ul style="list-style-type: none"> <li>• Tracking containers – Lot numbers <ul style="list-style-type: none"> <li>○ Brad &amp; Susan, FMC</li> <li>○ Greg, Richardson</li> </ul> </li> <li>• Bulk Shipment <ul style="list-style-type: none"> <li>○ Bill, Monsanto</li> <li>○ Cliff, Tyler, Lori / Bonnie</li> <li>○ Lance, Univar</li> </ul> </li> </ul> <p>Highlighted the individual who will lead</p>	
<b>K-O Mtg (2/11-2/13/2014)</b>	<b>Stephanie/Heather/SRI– by 3/1 report back status on accepting V5.3</b>	Stephanie will not have a reply until March 21
<b>K-O Mtg (2/11-2/13/2014)</b>	<b>Marilyn – Ask Dennis Daggett to join CPCC call to review glossary</b>	<b>Dennis will respond by March 5</b>
<b>K-O Mtg (2/11-2/13/2014)</b>	<b>Manufacturers – Check w/ US counter-part about AGIIS subset (determine if you need separate)</b>	
<b>K-O Mtg (2/11-2/13/2014)</b>	<b>Marilyn – Have Member Services check into GS1-CA to see if they can find the GS1 prefixes for the Canadian manufacturers</b>	on hold until Rod talks to them next week
<b>K-O Mtg (2/11-2/13/2014)</b>	<b>All – register if not currently registered on website</b>	
<b>K-O Mtg (2/11-2/13/2014)</b>	<b>Marilyn to see if there is any Lessons Learned from the SAP sub-group from AEC.</b>	<b>In-progress</b>
<b>K-O Mtg (2/11-2/13/2014)</b>	<b>Rod/Marilyn - work with AWSA to obtain AWSA numbers and cross-reference with Canadian GLNs so they can be put into the AGIIS directory</b>	<b>Obtained the AWSA # and Rod is meeting with GS1 next week to see about obtaining the GLNS</b>



<b>Completed Action Items List</b>		
<b>Accountable/Date Assigned</b>	<b>Action Task</b>	<b>Status</b>
K-O Mtg (2/11-2/13/2014)	Marilyn – Add Cameron to S&G distribution list – done	Complete – 2/13/2014
K-O Mtg (2/11-2/13/2014)	Marilyn – Set up Member Services to provide training on AGIIS for call	Complete – will be on 3/4/2014 call
K-O Mtg (2/11-2/13/2014)	Marilyn – Find out the cost of multiple subsets in AGIIS – done (20% of current subscription)	Complete – 2/12/2014 (20% of current subscription)
K-O Mtg (2/11-2/13/2014)	Marilyn – post all documents to the website 2/17	Complete – 2/15/2014
K-O Mtg (2/11-2/13/2014)	Marilyn – Provide Members Services with list of those that need access to website	Complete – 2/17/2014
K-O Mtg (2/11-2/13/2014)	Marilyn assign note taking for each call prior by company so companies know when they will be responsible for taking notes.	On-going but completed for the month of March