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

2014-04-10

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

- 90 minute duration

Toll: +1 (415) 655-0061
Access Code: 753-490-022

Please register for this call.
https://www4.gotomeeting.com/register/423911247

Anti-Trust

http://s3.amazonaws.com/aggateway_public/AgGatewayWeb/WorkingGroups/AdministrativeDocuments/AntiTrustGuidelines.pdf

Documents embedded:

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

Attendees

B/T Members:
[] Kathy Belej, BASF Canada
[] Sriram Narayanaswamy, BASF Canada
[X] TJ Fahrenkopt, BASF Canada
[] Tiffany Smith, BASF Corp
[X] Lisa Moskowy, Bayer CropScience
[X] Shona Burton, Bayer CropScience
[X] Mark Morris, Bayer CropScience
[] Rob Schultz Bayer CropScience
[X] Lynda Smith, Bayer CropScience
[NA] Victoria Peoples, Bayer CropScience
[] Cecilia Garcia, Crop Production Services
[NA] Pam Inness, Crop Production Services
[] Dennis Findlay, Crop Production Services
[X] Stephanie Frazier, Dow AgroSciences
[] Amanda King, Dow AgroSciences
[] Larry Weiner, Dow
[X] Heather Byrne-Moumdjian, DuPont
[] Sharon Cramp, DuPont Canada
[NA] Brad Ewankiw, FMC of Canada
[] Susan Forne, FMC
[] Andrew Jeremiah, Monsanto
[] Chris Mahyle, Monsanto Canada Inc
[] John Rudnicki, Monsanto Canada Inc
[NA] Paul Pearson, Monsanto Canada Inc
[] Bill Sherk, Monsanto

[] Greg Knox, Richardson International
[] Keith Duma, Richardson International
[] Bonnie Schirk Syngenta Canada
[X] Lori Edwards, Syngenta
[] Bill Kosterman, Syngenta
[] Jocelyn Mayer, Syngenta
[] Cliff Perkins, Syngenta Canada
[] Shirley Hanson, Syngenta
[X] Tyler Hummel, Syngenta
[X] Kelly Doucette, UFA Co-operative Limited
[] Cameron Fairweather, UFA Co-operative
[] Gregg Konachowicz, UFA Co-operative
[X] Ryan Clark, UFA Co-operative Limited
[] Keith Jones, UFA Co-operative Limited
[] Candice Levin, UFA Co-operative
[] Peter Burns, UFA Co-operative Limited
[] Matt McBean, UFA Co-operative, Limited
[NA] Lance Beirnes, Univar Canada
[X] Kevin Wood, Univar Canada
[] Rick Pierson, Univar Canada
[] Alan Mendes, Univar Canada
[] Wanda Heron, Univar Canada

AgGateway:
[X] Marilyn Hunter, AgGateway

Agenda

Time	Topic	Topic Leader	Desired Outcome	Notes
start	1. Meeting Minutes assigned • 4/10 – FMC • 4/16 – Monsanto • 4/23 – Richardson • 5/1 - Syngenta	Hunter	Minute-taker assigned	• Stephanie from Dow will capture minutes
	2. AGW Anti-Trust Guidelines		Each team member has agreed to abide by it (see link above)	All are willing to abide.
	3. Approve prior meeting minutes	All	Team to approve minutes from prior meeting(s)	• **MSA** (Stephanie/Lori) to approve the minutes from 4/2/2014 as modified through discussion and will be posted to the website. Approved.
	4. OrderResponse mapping	Hunter	Team work through the mapping	• BuyerSequenceNumber – start with 0 or 1? • Do not use "CE" for mode of transportation • Accept/Reject – a lot of discussion around this topic – will they still be used the same way as AEC?
	5. Other items • 5/31/2014 timeframe • F2F meeting?	All	Bring up or discuss any new items	• Concern with being able to meet 5/31/14 timeline • Do we need a F2F meeting, or add another call per week to finish on time? Current consensus is to try making a 2.5-3 hour call per week instead of 2 calls or a F2F.
	6. Review Action Items	Hunter	Team is updated on status of action items.	See table below for update
finish	Next meeting:	Chair	Understand timing and content of next call	4/16/2014 - 1:30 pm ET/ 12:30 pm CT/ 11:30 am MT/10:30 pm PT. Mapping for OrderResponse

Active Action Items List (Items in bold are new items)

Accountable/Date Assigned	Action Task	Status

K-O Mtg (2/11-2/13/2014)	Need create business use cases for the Order Process by 3/31:
	
	• Consignment / Delayed billing are the same thing
	   o Tiffany, BASF
	   o Lisa, Bayer (Victoria)
	   o Greg, Richardson
	• Blanket Order
	   o Lance, Univar
	   o Bill, Monsanto
	Early Booking
	   o Heather, Dupont
	   o Cecilia, CPS
	
	Highlighted the individual who will lead
		• Consignment / Delayed billing are the same thing
		   o Draft BUC posted to website
		• Blanket Order
		   o Draft posted to website
		Early Booking
		   o Draft posted to website.

K-O Mtg (2/11-2/13/2014)	Need to create business use cases for the Invoice Process by 3/31:
	• Debit memo
	   o Kelly, UFA
	   o Stephanie, DOW
	• Credit memo
	   o Shona, Bayer (Victoria)
	   o Mark, Bayer (Victoria)
	   o Cecilia/Pam, CPS
	• Manually processed miscellaneous invoices
	   o Stephanie & Amanda, DOW
	
	Highlighted the individual who will lead
	   •
		• Debit memo
		   o Draft posted to website
		• Credit memo
		   o Draft is on website
		• Manually processed miscellaneous invoices
		   o Draft on website

K-O Mtg (2/11-2/13/2014)	Need to create business use cases for the Ship Process by 3/31:
	• Tracking containers – Lot numbers
	   o Brad & Susan, FMC
	   o Greg, Richardson
	• Bulk Shipment
	   o Bill, Monsanto
	   o Cliff, Tyler, Lori / Bonnie
	   o Lance, Univar
		• Tracking containers – Lot numbers
		   o In progress
		• Bulk Shipment
		   o Draft is on website

	Highlighted the individual who will lead	
K-O Mtg (2/11-2/13/2014)	Stephanie/Heather/SRI– by 3/31 report back status on accepting V5.3	**In progress:** 4 Manufacturers had a call with Elemica – SOW was presented and have 2 weeks to review and will re-convene on 4/17.
K-O Mtg (2/11-2/13/2014)	Manufacturers – Check w/ US counter-part about AGIIS subset (determine if you need separate)	BASF – not yet Bayer – have complete Dow – have completed DuPont – complete FMC – not known Monsanto – complete Syngenta – have completed
K-O Mtg (2/11-2/13/2014)	Marilyn – Have Member Services check into GS1-CA to see if they can find the GS1 prefixes for the Canadian manufacturers	**In progress:** Rod met with GS1 – and will be introducing Josh Wall to them to work with them on AGIIS and the integrity of the data
K-O Mtg (2/11-2/13/2014)	Marilyn to see if there is any Lessons Learned from the SAP sub-group from AEC.	**In process:** Unable to find any notes – no response back yet. TJ will see if he can find anything.
3/5/2014	Matt/Josh to bring to the DOC a requirement of the PCP# (Pesticide Control Product #) as a regulatory requirement for Canada (similar to EPA#). They prefer a separate element from EPA#, as some products are labeled with both EPA & PCP.	That discussed on 3/26/2014. **Marilyn to follow up with Josh.**
3/19/2014	Marilyn to check with Jim as to how EU deals with the multiple currencies.	Completed – **need to email Cecilia.**
3/26/2014	Date/time range issue will need to be tabled until UFA can talk with their internal folks to determine need for the business requirement.	In progress
4/10/14	**Marilyn to add the buyer and seller sequence # to our business rules document**	
4/10/14	**Marilyn to see where the accept/reject/pending is at properties level**	
4/10/14	**Univar, Bayer, UFA to talk internally – do you need to receive delivery terms and shipment method of payment code?**	
4/10/14	**Buyers need to look at ResponseStatus – should this be optional or required?**	
4/10/14	**Marilyn to set up 1.5 hour forum for order response (AEC members)**	
4/10/14	**Marilyn to set up a 2.5 hour call to complete design work**	

Completed Action Items List		
Accountable/Date	**Action Task**	**Status**

Assigned		
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
2/26/2014	Marilyn to send the template and link to the Business Use Cases we did at the K-O meeting	Complete
2/26/2014	Marilyn to post the ebMS 2.0 implementation guidelines on the website	Complete
2/26/2014	Marilyn to post AEC Glossary on the website.	Complete – posted to: http://www.aggateway.org/WorkingGroups/Projects/CurrentProjects/CropProtectionCanadaConnectivityProject.aspx?EntryId=4559
3/5/2014	Matt from UFA will send Marilyn what was some of the data requirements for products - Complete	Complete
K-O Mtg (2/11-2/13/2014)	Marilyn – Ask Dennis Daggett to join CPCC call to review glossary	Complete – will present on 3/19
K-O Mtg (2/11-2/13/2014)	Rod/Marilyn - work with AWSA to obtain AWSA numbers and cross-reference with Canadian GLNs so they can be put into the AGIIS directory	Complete - Obtained the AWSA # and Rod is met with GS1 on 3/21 to see about obtaining the GLNS.
K-O Mtg (2/11-2/13/2014)	All – register if not currently registered on website	Complete
3/26/2014	Marilyn to send updated meeting notice.	Completed