



## **Technology Committee Meeting via Webinar**

Tuesday, January 5 – 1:00-2:00 PM (CST)

### **Committee Recommendations**

**Committee recommendation summary or list.**

**(1) None at this time**

### **Welcome, Introductions & Opening Remarks**

Jacob Fleig, Committee Chair

**New FDA Committee Member (Dr. Ashley Shaw – FDA CVM)**

**Members present: Jacob Fleig, Jo Lynn Otero, Katie Simpson, Liz Beckman, Richard Ten Eyck, Dave Edwards, Marissa Kost, Hollis Glenn, George Ferguson, Dr. Shaw**

### **BIN/ODI Updates (5-10 min)**

**BIN issues? – Open discussion – Discussed issue with access to team roster etc... in new BIN and need to get that corrected so do not have to use link from old BIN to edit teams. Issue was brought up about committee member access when BIN subscription expires and possible need for some procedure to keep access available to committee members – discussion to continue.**

**ODI update – Jacob Fleig – Jacob gave brief update on usage and overview of minor issues that have been submitted to ODI support email. Richard indicated that a recent OP update had broken ODI this week but issue was resolved.**

### **BOD New Charges (30 min)**

**BIN Security – George Ferguson – NC**

**George gave summary of this new charge (below). Jacob asked George to form/lead this work group. He accepted began forming WG to include 3 members from this committee and advisors as needed from various BIN user levels. Volunteers from this committee include: Jo Lynn Otero, Liz Beckman, Marissa Kost and Richard Ten Eyck. Plan to wrap up within 3-4 months, report back to this committee before making recommendation to the BOD.**

AAFCO BOD charges the Information Technology Committee with the task of working with Oca Hoeflein, Owner of Mocaworks (Feed BIN), to:

1. Modify the current user roles/permissions within Feed BIN, in order to allow for proper application access without granting unnecessary file and/or view access. When determining roles and their need, please consider the following:
  - a. Prior to determining a user roles access to an application function, system library, team or file, you must establish the necessity for a user to be able to do so.
  - b. FASS IT should act at the highest IT Admin level, under the direction of AAFCO



leadership.

2. Develop procedures to address the promoting/demoting of active user accounts and the retiring/removal of expired user accounts from Feed BIN. Mocaworks may further use this document to make any necessary changes to the API utilized by FASS. Issues to consider:

- a. Retiring Users
- b. Users who leave state/industry positions (quit, terminated, etc.)
- c. Deceased Users
- d. Authorization to allow to be promoted vs Ability to Promote.

3. For each User Role, describe who the members/participants are and what type of access they have. This can be accompanied by the User Role diagram that is currently available.

4. Establish necessary training requirements for each user level.

5. Ensure that system security and integrity are not compromised.

Prior to implementation of this revised structure, the Information Technology Committee must first present the recommended strategy to the AAFCO BOD for approval.

## **Chapter 6 – Hollis Glenn – CO**

**At the request of Jacob, Hollis agreed to lead and form work group to address new charge (below) from BOD regarding making chapter 6 available to the public. Hollis presented charge to the committee, and discussed the indicated he would like 4 volunteers from this committee. Jacob volunteered and asked for additional members. Additional volunteers include Katie Simpson, Richard Ten Eyck, and Ashley Shaw.**

BOD charges the Technology Committee to create a Workgroup to assess the viability, cost and potential risks associated with: Developing a publicly available website to share Chapter Six (Feed Terms and Ingredient Definitions) of the AAFCO Official Publication, freely to the public.

Since the advent of the digital age, AAFCO has struggled with the concept of making the OP available to the public, free of charge. With legitimate concerns of how to replace the revenue that this resource provides for AAFCO, the idea of making this information available for free continues to be tabled. Revenue generation is a necessary function of AAFCO, just as it is for any association, business or home, and as such, this issue should not be taken lightly. It is my belief that there may very well exist, an opportunity for AAFCO to both maintain their revenue generation and provide this data to the public at no cost.

While this proposal makes several assumptions, the next steps would provide for the discovery of what is truly possible and would provide the BOD a much clearer view of its potential. I would also ask that the BOD provide guidance to the workgroup that it includes at least one representative from each impacted committee (e.g. Feed Labeling, Pet Food Committee, IDC). In order to guide the initial discussion, I have provided a list of perceived advantages as well as initial thoughts on revenue concerns below.

Advantages: The information is now easily available to all manufacturers, thus making conversations with regulators (label reviewers) much more productive.

No more complaints that it's not available free of charge.

Allows AAFCO the opportunity to convert the Chapter from a text document into a Database of information. This will allow for significant advances in things such as updates, tracking, ODI, etc.



A database format allows for workflows to be developed and implemented in the Ingredient Definition Submission process. This will allow for smoother transitions between Investigators and allow members to track the progress and read any information that is unrestricted/available for review.

Revenue Concerns: Incorporate an Ad Revenue API, such as the ones offered by Google (AdSense), to generate ad revenue. This will not be a windfall but may provide some assistance.

Anticipate that the sale of printed books will only decrease slightly, if at all.

Conversion to a Database structure will allow for greater functionality within the paid version (Feed BIN) and should drive increased purchases. Think enhanced programs such as ODI. AAFCO must then use this opportunity to transition viewers into subscribers.

**New Business (5 min)**

**Alstar – Update – Jacob gave brief update in Alstar project and encouraged members of this committee to participate in Alstar presentation at mid-year meeting for more information**

**USAPlants/SAFHER – Update – Jacob gave a brief update project including new USAPlants User Forum and encouraged members who use USAPlants to sign up on forum as well as participate in presentation by AFDO at mid-year meeting.**

**Adjourn:**

**Adjourned by Jacob @ 2:06pm**

Responsible	Item	Action	Timing / Status
George Ferguson	BIN Security WG	Form and meet with WG to address charge. Report back to committee	3 months/in progress
Hollis Glenn	Chapter 6 – Public Website	Form and meet with WG to address charge. Report back to committee	3 Months/ in progress
Jacob	BIN Projects	Update both BIN projects roster	ASAP/complete
Jacob	Next ITC Meeting	Schedule next meeting	March/