

## 2024 EASI User Conference Minutes

The EASI Conference covered several key points, including the approval of last year's minutes, the election of Keith Schneider as Vice Chair, and the financial report showing a surplus. The main discussion focused on the implementation of API Standards, emphasizing the use of JSON for modern, real-time data exchange. The technical committee is developing endpoints for inventory, product, and order management, with a focus on security, rate limiting, and paging. The goal is to reduce development efforts and improve data interoperability.

### Action Items:

- Set up technical committee meetings to discuss API implementation details like rate limiting, security, logging etc.
- Volunteers to get involved in defining API endpoints.
- Review and provide feedback on the EASI website.
- Present proposed changes to 830 documents

### Roll Call and Financial Report:

- Bobby Hamersley from LAT Apparel performed roll call and other Treasury duties.
- Financial report was discussed. It was noted that Beth Villa and Michael Sutton audited and approved the monthly statements.
- Discussion about the website and with Diana regarding next year's meeting location.
- Explanation of the policy of EASI compliance with the antitrust laws.

### Voting and Election Process:

- Voting was conducted to approve the minutes of last year's meeting.
  - All Companies/Attendees voted in favor with no objections/opposition.
  - Rob Smith introduces the election for the board position, with Keith Schneider as the only candidate.
  - Election for Keith Schneider was conducted. All designated electors (one from each member company) voted in favor for (eight total votes) for the position of Vice-President. No objections/opposition.
- The election results are announced, with Keith Schneider winning the election.

### Financial Report Details:

- The financial report shows a beginning balance of \$19,455.69 as of September 2023. Total deposits for the fiscal year were \$9,620.16. Total expenses we \$13,480.26. The ending balance as of August 31, 2024, was \$15,595.69.
- The organization is financially solid, usually operating in the \$15,000 to \$20,000 range.

### **Website Statistics and Updates:**

- Discussion with the website statistics, noting a slight decrease in average visitors to 135.
- The top pages remain like the previous year, with no significant changes in activity.
- The number of questions submitted through the site is about average, with 5 questions per year.
- Discussion was presented for the need of a shared or joint change log for the website.

### **Website Improvements and Engagement:**

- Discussion about small updates made to the website, including cleanup and changing information from Word to PDF format.
- The website now includes past meeting information and links to minutes.
- Emphasize the need for more engagement with members with regular newsletters.
- A mailing list needs to be vetted for up-to-date members/information, with a newsletter sent out to members.
- Mike Cutsey praises the current website maintained by Jon but wanted suggestions on ways to increase user engagement.
- The need to maintain and update the website, including publishing API standards and instructions, is emphasized.

### **Introduction of New Members:**

- Participants of the EASI Conference/Meeting introduce themselves, sharing their names, titles, and affiliations.
  - Rob Smith: LAT Apparel
  - Bobby Hamersley: LAT Apparel
  - Tony Tarini: FDM4
  - Mike Cutsey: FDM4
  - Jon Clark: Bella Canvas
  - Peter Tran: Bella Canvas
  - Diana Priebe: Gildan
  - Remy Villeneuve: Gildan
  - Anu Ravi: Hanes
  - Michael Sutton: Hanes
  - Beth Villa: Big Accessories
  - Sean Colder: ColorTone
  - Mark Allen: S&S Activewear
  - Joe Ferreira: Something Inc.
  - Tom Pepper: Century Place

### **API Standards Overview:**

- Discussion regarding the purpose of the API Standards, focusing on modern, real-time tools for business operations.
- The API Standards use JSON data, which is more flexible and lightweight compared to flat files.
- The Open API Specs are language-agnostic and generate documentation and code snippets.
- The API Standards aim to reduce development efforts and provide a roadmap for developers.

#### **API Endpoints and Implementation:**

- The meeting discussed the various endpoints available, including inventory, product, and order endpoints.
- The concept of access tokens for authentication is introduced to secure data transmission.
- The need for versioning and implementation guidelines for the API Standards is emphasized.
- The technical committee will work on defining these guidelines and ensuring consistent implementation.

#### **Discussion on Pushing vs. Pulling Data:**

- The pros and cons of pushing vs. pulling data are discussed, with a focus on transactional data.
- The importance of paging and rate limiting to manage large data sets is highlighted.
- The potential use of webhooks for interrupt-driven data transmission is considered.
- The need for individual use cases to determine the best approach for data handling is emphasized.

#### **Next Steps and Technical Committee Meetings:**

- Outlines the next steps for the API Standards, including defining implementation guidelines.
- The technical committee will meet to discuss and hammer out the details of the API Standards.
- The importance of feedback and collaboration from the community is stressed.
- The goal is to ensure consistent and effective implementation of the API Standards.

#### **Planning Schedule and Forecasting Discussion:**

- Introduction of the 830-planning schedule, which has been developed and adopted at Gildan.
- The purpose of the 830 is to allow distributors and wholesalers to relay forecasting information to suppliers.
- Discussion on how different planning schedule dates will be handled, with distributors sending their system dates and receivers resolving them.

- Agreement on the receiver's responsibility to overwrite original data with updated forecasts for accuracy.

#### **Handling Date Ranges and Granularity:**

- Concern was raised about discarding quantities for dates outside more granular date ranges.
- Clarification that senders should maintain consistent date ranges in their systems.
- Suggestion raised to picking a standard period, like February, to avoid frequent changes.
- Consensus that most systems do not change planning dates frequently, making the standard period a practical choice.

#### **GTIN Stock and Quantity in Transit Fields:**

- Proposes adding fields for quantity in transit or in transfer to improve visibility of inventory movements.
- Discussion on whether to make these fields optional initially and mandatory in future versions.
- A suggestion was brought on the floor of handling inventory transfers automatically within the system.
- Agreement to make the fields optional initially and discuss further in future meetings.

#### **Motion to Add in Transit Fields:**

- A motion to add in transit in and out fields for inventory transfers, as well as an additional field for ASN inbound cumulative.
- User seconded the motion, and it was approved with eight votes in favor and no votes against.

#### **Pilot Label Proposal and Implementation:**

- Proposes pilot label for palette labels, including ship from, ship to, list of POs, and GTIN information.
- Discussion on whether to include a list of all POS on the pilot label, considering space limitations.
- Discussion using the pilot label to receive all box labels automatically, reducing scanning efforts.
- Agreement to include the pilot label in the technical committee's list for further discussion.

#### **Open Discussion and Attendance Issues:**

- Attendees raise concerns about low attendance and the importance of feedback for improving standards.

- Suggests marketing the advantages of the new standards to encourage participation.
- Emphasizes the importance of real-time inventory updates for operational efficiency.
- Proposes creating a marketing video to explain the benefits of the new standards.

**Venue and Future Meeting Locations:**

- Discussion on potential venues for future meetings, including the Bahamas, Miami, Fort Lauderdale, and North Carolina.
- Suggestion considering destinations that offer unique experiences and incentives for attendees.
- Agreement to explore different venues and consider the benefits of each location for future meetings.

**EASI Conference Meeting Adjourned:**

- Rob Smith was thanked for his years of dedication and support.
- Meeting adjourned.