**MP&S WG Web-Ex #8 – Minuts Of Meeting**

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| Meeting Date | 11/06/2016 |  | Ref | MP&S WG Web-Ex 2016\_07 MoM |
| Meeting Place | Web-Ex |  | Chairman | M. Sarkarati  |
| Minute’s Date | 13/06/2016 |  | Participants | WG Members |
| Subject | CCSDS MPS WG Web-Ex 2016\_07 MoM |  | Copy | WG Members |

**Agenda:**

* Review of Actions
* Review of the Chapter 2 updates
* AOB

**Review of Actions**

| **ID** | **Action** | **Actionee** | **Due Date** | **Status** | **Comment** |
| --- | --- | --- | --- | --- | --- |
| 151104-1 | Create the GB draft on Google Drive | MS | 15/12/2015 | Closed | GB created on Google Drive. Link provided to WG |
| 151104-2 | Create a questionnaire for gathering MP use case descriptions in a unified manner | MS | 15/12/2015 | Closed | Google Form created. Link provided to WG |
| 151216-1 | Review section 1.5 and provide definitions for proposed Terms. Alternative definitions will be reviewed and consolidated in a second step | All | 04/03/2016 | Closed | Inputs provided and will be reviewed and consolidated during Cleveland meeting. |
| 151216-2 | Review the MP Use Case Questionnaire and fill it with the mission specific information | All | 13/01/2016 | Closed | All use cases filled the questionnaire. Results distributed to the WG. |
| 151216-3 | Consolidate the input received from MP Use Case Questionnaire and update section 4 accordingly | PvP | 16/03/2016 | Closed | Superseded by action 160217-1 |
| 160120-1 | Clarify availability of resources for Peter van der Plas for taking over the role of Book Captain for the production of the GB. | MS | 17/02/2016 | Closed | Peter has confirmed his availability. He will produce chapter 1,3,4 draft before the Cleveland meeting. |
| 160217-1 | Provide draft of chapter 1,3 and 4 | PvP | 09.03.2016 | Closed | Peter has provided the first version of chapters 3 and 4. |
| 160316-1 | Check with the CCSDS secretariat the possibility of having web-ex during the WG meetings in Cleveland | MS | 28.03.2016 | Closed | No Web-Ex was organised. |
| 160407-1 | Update chapter 2 | RT | 15.07.2016 | Closed | To be reviewed by WG Members |
| 160407-2 | Update chapter 4 | PvP | 31.07.2016 |  |  |
| 160407-3 | Update chapter 3 | PvP | 31.07.2016 |  |  |
| 160407-4 | Write Chapter 5 | RT, PvP, MS | 31.07.2016 |  |  |
| 160407-5 | Write Chapter 6 | RT | 30.08.2016 |  |  |
| 160407-6 | Write Chapter 7 | MS | 30.08.2016 |  |  |
| 160407-7 | Investigate the possibility of implementing one of the two inter-operability prototypes needed for the BB and report on the availability of resources at the Fall Technical meeting. | ALL WG members | 30.08.2016 |  | DLR has confirmed the availability of resources for doing one of the two required prototypes of the BB. |
| 160711-1 | Review and update Chapter 2 | ALL WG members | 17.08.2016 |  |  |

Actions were reviewed and status updated.

**Review of the Chapter 2 updates**

Chapter 2 has been updated by RT according to the presentation given in the June web-ex. This chapter is considered now ready for review.

All WG members shall review and provide their comments before next meeting (see action 160711-1).

**AOB**

Next Meeting: Web-Ex meeting on 17 August 2016 at 17:00 CET.

Dates for WG meetings in Rome were discussed. It was agreed to keep the WG meetings to Thursday and Friday(20 and 21 October).

MS took the action to ask the MOIMS AD that the MOIMS plenary is not scheduled before 4 pm on 21 Oct.