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

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| Meeting Date | 17/08/2016 |  | Ref | MP&S WG Web-Ex 2016\_08 MoM |
| Meeting Place | Web-Ex |  | Chairman | M. Sarkarati  |
| Minute’s Date | 17/08/2016 |  | Participants | WG Members |
| Subject | CCSDS MPS WG Web-Ex 2016\_08 MoM |  | Copy | WG Members |

**Agenda:**

* Review of Actions
* Review of the Chapter 3 and 4 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the input received from MP Use Case Questionnaire and update section 4 accordingly | PvP | 16/03/2016 | Closed | Superseded by action 160217-1 |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 | 30.09.2016 |  | Due date updated |
| 160407-3 | Update chapter 3 | PvP | 15.09.2016 |  | Due date updated |
| 160407-4 | Write Chapter 5 | RT, PvP, MS | 30.09.2016 |  | Due date updated |
| 160407-5 | Write Chapter 6 | RT | 15.09.2016 |  | Due date updated |
| 160407-6 | Write Chapter 7 | MS | 15.09.2016 |  | Due date updated |
| 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 |  | Closed |
| 160817-01 | MS to re-distribute the results of the survey to all WG Members  | MS | 18.08.2016 |  |  |
| 160817-02 | MS to provide example text for chapter 3 for Planetary missions | MS | 30.08.2016 |  |  |
| 160817-03 | WG members as assigned per mission type complete chapter 3 | Selected WG members | 15.09.2016 |  |  |
| 160817-04 | MS to send a Doodle to find a suitable date for the next web-ex before Rome meeting | MS | 30.08.2016 |  |  |

Actions were reviewed and status updated.

**Review of the Chapter 3 and 4 updates**

The concepts for rewording of Chapter 3 and 4 have been discussed. Chapter 3 will provide an overview of main concepts that are relevant for mission planning and scheduling.

Chapter 4 has been reorganised. The objective of chapter 4 is to represent typical mission planning processes for different mission types. It shall be based on the results of the survey performed at the beginning of 2016.

The high-level objective of this chapter is to provide evidence that data from all relevant mission types and from different agencies has been gathered in a systematic manner and analysed. It shall help to demonstrate that it is possible to abstract from specifics of mission types and the cultures of each agency and specify one generic mission planning information model and services that would serve all mission types.

During the meeting it was agreed that MS will provide the text for Planetary missions. Other WG members will review it and if agreed, provide similar input for other mission types. For each mission type a WG member has been identified as lead. (see action 160818-02)

MS will re-distribute the results of the survey to all WG members. (see action 160817-01)

PvP will consolidate the input and complete chapter 4.

**AOB**

Next Meeting: MS will send a doodle link to find a date for the next Web-Ex meeting in the last week of September.

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