

**Attendees:** Kyohei Akiyama, David Berry, Jürgen Fertig, Dale Force, Joe Hashmall, Alain Lamy, Byoung-Sun Lee, Dan Oltrogge, Juan Raymond, Karen Richon, Dave Vallado, Patrick Zimmerman.

<b>Notes</b>	<b>Action</b>
<b>1. Review/Approval(?) of Pasadena Meeting Minutes</b>	
<ul style="list-style-type: none"> <li>David acknowledged that he had received comments on the minutes from Alain Lamy and Byoung-Sun Lee. Other commentary was solicited but was not forthcoming. David inquired as to any objections regarding finalizing the minutes, and no objections were raised. The Pasadena Meeting Minutes will be finalized by the end of the week, with the revisions from Alain and Byoung-Sun included.</li> </ul>	<ul style="list-style-type: none"> <li>To David: Finalize minutes, publish to group, and post to CWE.</li> </ul>
<b>2. Document/Action Item Status</b>	
a) ADM: Alain's action to produce a first Pink Book draft is on schedule.	a) To Alain: Continue drafting Pink Book.
b) CDM: No new status.	b) None
c) EVM: No new status.	c) None
d) NHM: Joe is continuing to prepare WB 12, which will feature some consolidation of structure and syntax sections. David has sent revised XML sections to Joe. Action item for WB 12 publication is on schedule.	d) To Joe: Continue with NHM WB12 prep.
e) ODM: David sent out the changes tracked and changes accepted versions of Dan's P2.30 draft, and requested that all review the sections that contain the bulk of the changes (sections 2, 6, 7, Annex A). Dan indicated that Dale Force had offered to perform some prototyping of the OHM. David stated that it can be an idea to start prototyping early, but in this case it may be a little premature given that we have only started discussion of the OHM. We can proceed with caution, but all must understand that things can change greatly at this phase of the process. It would not be premature to plan for prototyping in FY16.	e) To All: Review sections 2, 6, 7, Annex A of the ODM P2.30 Pink Book.
f) PRM: Jürgen indicated that there is progress on the 4 remaining unresolved items. One of these is David's action item to check with the JPL Ephemeris Development team regarding the planetary object numbers in the PRM. Otherwise, the action item to produce draft 2.6 (which is	f) To David: Complete action item to meet with JPL Ephemeris developer on the body number topic.

<b>Notes</b>	<b>Action</b>
<p>intended to be the Agency Review draft) is on schedule.</p> <p>g) SMM: Karen reported no recent progress.</p> <p>h) TDM: David noted that he had only received one set of review comments on the TDM, so there is no new draft.</p> <p>i) Green Book: David indicated that he and Juan have had a few telecons focused on finalizing the Green Book volume 1. David stated the intent to submit the Green Book volume 1 draft 3.9 to the Secretariat for publication. Juan has a few minor steps to complete before publishing draft 3.9. He will publish to the group, and also send David the MS Word version. David will forward the MS Word version to the Secretariat for document processing. Members of the group should review 3.9 and notify David if they have any issues.</p> <p>j) NDM/XML: David's action to produce a first Pink Book draft is on schedule. David noted that a number of changes are in the planning stages related to the migration of XML sections into the constituent standards (ala CDM, NHM), changes to the elementFormDefault in the schema, etc.</p>	<p>g) To Karen: Continue with SMM action items</p> <p>h) To All: complete TDM review sections as assigned.</p> <p>i) To Juan: Complete draft 3.9, publish to WG, send MS Word version to David. To David: Send doc to Secretariat for document processing.</p> <p>j) To David: Initiate drafting Pink Book.</p>
<b>3. Other Discussion</b>	
<ul style="list-style-type: none"> <li>• None</li> </ul>	<ul style="list-style-type: none"> <li>• None</li> </ul>
<b>4. Next Telecon Scheduling</b>	
<ul style="list-style-type: none"> <li>• The next telecon will be conducted Wednesday 03-Jun-2015 at 1300 UTC.</li> </ul>	<ul style="list-style-type: none"> <li>• To David: Send out meeting invitation and WebEx information.</li> </ul>