

**Attendees:** David Berry, Frank Dreger, Jürgen Fertig, Dale Force, Joe Hashmall, Alexandru Mancas, Fran Martinez, Dan Oltrogge, Karen Richon, Patrick Zimmerman

Notes	Action
<b>1. Document/Action Item Status</b>	
Most of the Action Items involve documents, so there is intertwined status of documents and their respective action items below. Documents that have a current draft out for review are sorted in priority order based on when the drafts were published; documents for which there is no current draft out for review are sorted in alphabetical order.	None
a) NHM: Joe Hashmall indicated that he has received two sets of comments, but more commentary on the NHM WB12 would be desirable. He is trying to complete the next update for Darmstadt by the end of September. It is critical that people complete their review assignments given that the document has undergone fairly major changes in WB12. Regarding the NHM discussion at Darmstadt, Joe indicated that he does not yet know whether or not he is cleared for travel. He indicated that there is a new contract in the works; Karen indicated she is working on the contract issues.	<p><b>a) To All: Complete review assignments and provide comment to Joe no later than 15-Sep-2015. Review priority is #1.</b></p> <p><b>To David: re-send the review assignments</b></p>
b) ODM: Dan Oltrogge has produced the ODM P2.31 Pink Book and distributed it to the Working Group. Review assignments have not been sent out, but in general people should review Sections 1, 2, 6, and 7. David will send out review assignments by end of week.	b) To Dan: Produce next draft of ODM based on review comments to date. <b>Review priority is #2.</b>
c) ADM: Alain Lamy was unable to attend the telecon, however, he indicated via email that he is a bit behind on the ADM Pink Book. His new target for the next draft is end of next week (18-Sep-2015). He noted that this update would not include the XML sections, which is fine.	c) To Alain: Continue drafting Pink Book and distribute to WG.
d) CDM: No new status.	d) None
e) EVM: No new status (David did mention that Erik Barkley, Area Director of Cross Support Services, had requested a joint meeting at Darmstadt; this has been added to the tentative agenda).	e) None
f) Green Book (new): The "Navigation Data Messages Overview" Green Book is behind several documents in the CCSDS editor's queue. The next step is CESG Poll as to its suitability for publication, but Green Books have the lowest priority in the queue.	f) None
g) Green Book (original): The recent CESG Poll approved the creation of a project in the CCSDS Project Management Framework to update the existing Green Book.	g) To David: Create the new project in the CCSDS Framework.

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h) NDM/XML: David noted that he had assigned an action item prematurely. The update to NDM/XML will likely not be done until after the Fall Meetings.	h) None.
i) PRM: The CESG Poll for the PRM Agency Review concluded with 2 Area Directors placing conditions on the document that must be satisfied prior to the Agency Review. Fran has updated the PRM draft to respond to the comments. Based on discussion with Frank Dreger, Jürgen Fertig, and Fran Martinez, the ESOC internal review can be done in conjunction with the Agency Review. It is not necessary to delay commencement of the Agency Review based on ESOC. Based on this, David said he would provide the updated PRM to Erik and Peter to see if it meets their conditions. If it does, then we can send to Secretariat to start the CMC Poll.	i) To Fran: Provide the updated draft to Angeles.  To David: Provide the updated draft to Shames & Barkley to see if the changes satisfy their conditions.
j) SMM: Karen Richon has not been able to make progress on the SMM. Given her JWST commitments, it seems unlikely that she will be able to complete action items. The SMM action items will all be postponed, and discussed at the Darmstadt meetings; David will expand the time on the agenda for the SMM. David wondered whether or not the maneuver message material might be included in the OHM (?)... this idea has been posed by others before.	j) To Karen: None  To David: Expand the time for SMM discussions.
k) TDM: David Berry stated that the TDM P1.0.3 is delayed by his other fiscal year end commitments. The target date was changed to shortly after begin of JPL's FY16.	k) To David: publish White Book P1.0.3.
<b>2. Initial preparation for Fall 2015 Meetings</b>	
<ul style="list-style-type: none"> <li>The "Draft 2" agenda for the Fall 2015 Meetings at Darmstadt was outlined, along with the rationales for time allocation. The agenda will likely change several times as we get closer to the meetings, but this lets WG members know the current thinking.</li> </ul>	<ul style="list-style-type: none"> <li>To David: Update agenda per telecon discussions and send out revised agenda with minutes.</li> </ul>
<b>3. Other Discussion</b>	
<ul style="list-style-type: none"> <li>Jürgen Fertig confirmed that he had retired at the end of June, and no longer has access to email at ESA/ESOC. He requested to be removed from the email lists.</li> </ul>	<ul style="list-style-type: none"> <li>To David: Remove Jürgen from moims-nav and moims-nav-exec email lists.</li> </ul>
<b>4. Next Telecon Scheduling</b>	
<ul style="list-style-type: none"> <li>Given the Fall Meetings schedule, two telecons were scheduled:</li> <li>Next telecon will be Wednesday 07-Oct-2015 at 1300 UTC.</li> <li>Second telecon will be Wednesday 04-Nov-2015 at 1300 UTC. NOTE: There is a local time change for most locations due to end of Summer Time Zones.</li> </ul>	<ul style="list-style-type: none"> <li>To David: Send out meeting invitation and WebEx information.</li> </ul>