CCSDS Navigation WG Telecon	30-Nov-2016

Attendees: David Berry, Frank Dreger, Dale Force, Cheryl Gramling, Ralph Kahle, Alain Lamy, Alexandru Mancas, Fran Martinez, Dan Oltrogge, Julie Thienel, Patrick Zimmerman

Notes	Action
1. Confirm Finalization of Relative Time Requirements (for Events)	
David queried the attendees who participated in the development of the relative time requirements whether or not they felt the requirements were mature enough to forward on to the Service Management Working Group. There was agreement that the requirements could be submitted to Service Management.	• To David: Forward final requirements to the Service Management WG.
2. Maneuver Description Requirements Refinement (Main Topic)	
Cheryl led the group through the Excel spreadsheet she had created that contains the requirements statements that were formerly in the SMM MS Word draft document. We continued the discussion from where we left off in the 16-Nov-2016 meeting. With concerted effort and focus, we were able to work through all of the requirements and desirements that were formerly in the SMM, and also addressed a few new requirements that Cheryl had proposed on the basis of her work on the maneuver description requirements.	• To Cheryl: Clean up and distribute maneuver requirements spreadsheet as modified in the meeting. We will finalize in next meeting.
3. Document/Action Item Review & Status	
There was insufficient time to get to the document/action item status given that we used all of the available time on the maneuver requirements refinement.	• To David: Adjust (arbitrarily) dates for overdue action items relative to next telecon and redistribute.
4. Other Discussion	
None	• None
5. Set Next Telecon	
• Next telecon: 14-Dec-2016, 1300 UTC (last meeting of 2016!!!)	• To David: Create meeting invitation and Webex.