

CCSDS Navigation WG Telecon	14-Dec-2016
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Attendees: Kyohei Akiyama, David Berry, Dale Force, Cheryl Gramling, Alain Lamy, Alexandru Mancas, Fran Martinez, Dan Oltrogge, Julie Thienel, Patrick Zimmerman

Notes	Action
1. 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 30-Nov-2016 meeting, resolving the issues with a few that Cheryl had identified due to attributes such as being duplicates, difficult/impossible for the WG to achieve, ambiguous, etc. We conclude that these requirements are essentially "in shape" for use in OCM development (and possibly for an analogous "ACM").	<ul style="list-style-type: none"> • To Cheryl: Finalize wordsmithing of the requirements. • To David: Upload finalized requirements to CWE.
2. 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.	<ul style="list-style-type: none"> • To David: Adjust (arbitrarily) dates for overdue action items relative to next telecon and redistribute.
3. Nav WG 5 Year Plan	
There was insufficient time to get to the 5 Year Plan given that we used all of the available time on the maneuver requirements refinement.	<ul style="list-style-type: none"> • To David: Distribute updated draft 5 Year Plan for discussion.
4. Other Discussion	
<ul style="list-style-type: none"> • Fran provided a status report on PRM testing (which cases have been coded and delivered, which have not), along Red Book and template updates that incorporate corrections to errors discovered during testing to date. • David reported that the CMC has selected the dates and location for the Spring 2018 Meetings: Gaithersburg, Maryland, USA (close to Washington, DC) 09-Apr-2018 through 13-Apr-2018: 5-day Technical Meeting 	<ul style="list-style-type: none"> • To David: Distribute PRM materials to WG and SANA • To All: Add meeting dates to calendars
5. Set Next Telecon	
<ul style="list-style-type: none"> • Next telecon: 11-Jan-2017, 1300 UTC (Happy New Year!!!) 	<ul style="list-style-type: none"> • To David: Create meeting invitation and Webex (note: Webex info to come later due to pending JPL system changes.)