

Attendees: Kyohei Akiyama, David Berry, Frank Dreger, Dale Force, Julie Halverson, Alain Lamy, Byoung Sun Lee, Alexandru Mancas, Fran Martinez, Dan Oltrogge, Patrick Zimmerman

Notes	Action
1. PRM Prototype Testing Status	
Fran provided a detailed status of the PRM prototype testing. He has evaluated the messages from all of the test cases that have been submitted. There have been a small number of "fails" that we will have to figure out how to address during the Spring Meeting discussion. There are still 2 test cases outstanding. Fran will try to get an evaluation of his Test Case by ESOC prior to the Spring Meetings to potentially enable us to file for a Blue Book resolution at the end of the Spring Meetings.	<ul style="list-style-type: none"> • To Dale: Complete outstanding tests • To Fran: Try to get an evaluation of the ROSETTA case.
3. Action Items Review & Document Status	
Action Items from Rome and document status were discussed and updated. Most of the Action Items involve documents, so there is intertwined status of documents and their respective action items below. Documents are sorted below in alphabetical order. Action item target dates appear in the Action Items list.	<ul style="list-style-type: none"> • To David: Send updated Action Items with minutes & post to CWE.
a) ADM: Alain has received a number of comments and indicated he could produce an ADM P1.4 by end of April.	a) To Alain: Complete drafting ADM P1.4
b) CDM: No discussion required.	b) None
c) EVM: No discussion.	c) None
d) Navigation Data - Definitions and Conventions: Dale is planning to produce version 3.4 by the start of the Spring Meetings.	d) To Dale: Complete drafting 3.4
e) Navigation Data Messages Overview Green: No discussion.	e) None
f) NDM/XML: No discussion	f) None
g) NHM: Julie reported that she had produced a document showing a potential new direction for the NHM. We will be discussing at the Spring Meetings. David noted, per Julie's suggestion, that it may be possible to extend the NHM discussion beyond the short time allocated in the agenda.	g) To Julie: Continue research into viability of NHM concept.
h) ODM: Dan reported that P2.36 ODM had just been distributed (it arrived during the telecon).	h) To David: Send review assignments for the ODM P2.36. To All: review if possible prior to Spring Meetings.
i) PRM: See PRM status in agenda item #1 above.	i) See PRM action items in agenda item #1.
j) RDM: Alexandru is planning to produce version 2 by the start of the Spring Meetings. David noted that he had done about 60% of the XML section for the RDM.	j) To Alexandru: Complete drafting White Book 2.

Notes	Action
k) TDM: David noted that he had received very few comments on the TDM P1.0.4.	k) To All: Review the TDM P1.0.4 and provide comments, focusing on the new/changed material.
4. Spring Meeting Agenda Final Preparations	
David over the latest draft agenda (Draft 4) in detail, noting the few changes that have been made since the last telecon. Due to the large number of drafts that will be appearing a bit later than originally planned, we will necessarily be reviewing the changes in real time at the meetings.	<ul style="list-style-type: none"> • To David: Update agenda with changes from the telecon and send out with minutes.
5. Other Discussion	
<ul style="list-style-type: none"> • David noted that he had produced a paper for the ISSFD regarding recent developments and future directions for our standards. • Dan showed a document tree from the ISO/TC14/SC3 that showed areas of potential overlap between that WG and the CCSDS. This also illustrates the potential for greater collaboration, particularly in the area of deriving and using common terminology in space operations standards. 	<ul style="list-style-type: none"> • To David: Distribute copy of ISSFD paper.
6. Set Next Telecon	
<ul style="list-style-type: none"> • We will set the next telecon schedule as part of the closing activities at the Spring Meetings 	<ul style="list-style-type: none"> • None