

CCSDS Navigation WG Telecon	01-Apr-2020
-----------------------------	-------------

Attendees: David Berry, Frank Dreger, Cheryl Gramling, Julie Halverson, Hideaki Hinagawa, Alain Lamy, Alexandru Mancas, Fran Martinez, Dan Oltrogge, Vincent Schaeffer, Patrick Zimmerman.

Notes	Action
1. CESG/CMC Polling Status (NDM Overview, TDM V.2)	
<ul style="list-style-type: none"> David reported that the CMC "approval to publish" poll for the "Navigation Data Messages Overview" Green Book has started, with close date 14-Apr-2020. Our MOIMS Area Director Mario Merri has requested the CESG poll for the TDM V.2 but it has not yet started; this may not start for a while since the document will require some CCSDS Editor work. 	None, except to wait for results of the NDMO poll and wait for the Secretariat to create the TDM V.2 CESG poll.
2. Revise CWE Schedules	
<ul style="list-style-type: none"> David showed that a number of the project schedules in the CWE Framework show as being "Behind Schedule" (ODM, ADM, CDM, NEM, NDM/XML). Normally we would do this type of update to schedules during the Spring/Fall Meetings, however, since the Spring Meetings have been cancelled it should be done as soon as possible. During the meeting we updated the CDM schedule in real time; although Brian was not able to attend, Dan as Co-Editor provided a new target date for the first draft of the updates that brought things "On Schedule". Given that we were running out of time, Alain picked a notional target for the ADM and Dan provided a notional target for the ODM, and David will adjust to bring all of the plans to "On Schedule" status. 	To David: Update CWE schedules.
3. Glossary Updates Status	
<ul style="list-style-type: none"> David reported that Tom Gannett has been working on our submitted updates to the CCSDS Glossary on the SANA, but has not yet completed. Most of the updates to existing terms have been processed, but not all. Additionally, some of the terms have had revisions, but there are modifications with respect to what we submitted. The WG should decide if these digressions should be pursued and corrected, or if they are "within reason". The RDM terms have not yet been added. 	<p>To David: Send "Glossary Update Tracker" to WG.</p> <p>To Cheryl: Initial evaluation as to appropriateness of minor definition mods.</p>
4. What to Do About Spring Meetings?/Revised Telecon Schedule	
<ul style="list-style-type: none"> David provided two proposals for what to do about the Spring Meetings given that they will not involve travel. The Secretariat has suggested that there may be a "virtual" Plenary on 04-May-2020 and the WGs are free to set up virtual meetings. David polled each member on their opinion as to virtual meetings. Options were (a) to "ignore" the virtual meeting opportunity and continue with the 1 hour per month telecons until Fall, and (b) to hold a regular, longer telecon (2-4 hours) on a specific standard 	To David: Schedule discussion for next telecon.

Notes	Action
<p>each day. Each WG member in attendance was polled as to their thoughts on this topic. The prevailing opinion was that (a) it would be more difficult and less efficient to do these meetings via telecon/videocon, and (b) hard to find good times to accommodate the global separation. However, in general attendees felt it was worth a try and could help make progress. Dan provided a protocol for good telecon/videocon behavior during such a meeting; this protocol had been established during a recent meeting (40 attendees) in which he was involved, and worked well. Hideaki, Alexandru, and Vincent pointed out that the nominal CCSDS meeting week was problematic from a holiday standpoint in Japan and in Europe. So we will pick a different schedule for our Nav WG Virtual Spring Meetings. Subsequent to the meeting, Alexandru queried whether or not the virtual meetings could be spread out rather than all being in a single week.</p>	
5. Action Items Review & Other Document Status	
<ul style="list-style-type: none"> We ran out of time and did not get to this item. David will update the Action Items list with "best guess" dates; for the most part these are non-binding, however, please make every effort to provide commentary on ODM P2.39 no later than 01-May-2020. 	<p>To David: Update most items to next telecon date.</p>
6. Other Topics	
<ul style="list-style-type: none"> Fran Martinez announced that after 16 years with the CCSDS Navigation WG (since Montreal 2004!), he has accepted a new position with EUMETSAT and will no longer be supporting CCSDS activities (effective soon). 	<p>The Working Group thanks you for your service and contributions to the WG effort... We will miss you!!!</p>
7. Next Telecons	
<p>Proposed Telecon Schedule (all Times UTC)</p> <ul style="list-style-type: none"> 22-Apr-2020 13:00 UTC All other dates TBD 	<p>To David: Send out meeting invitation and Webex info as applicable.</p>