

**Attendees:** David Berry, Vitali Braun, Frank Dreger, Cheryl Gramling, Julie Halverson, Hideaki Hinagawa, Ralph Kahle, Alain Lamy, Jose Miguel Lozano, Dan Oltrogge, Vincent Schaeffer, Brian Swinburne, Patrick Zimmerman

Notes	Action
<b>1. Action Items Status / Document Status</b>	
<ul style="list-style-type: none"> <li>The Action Items from the Fall Meetings were reviewed. Items completed since the most recent telecon were highlighted. Updated target dates were assigned for overdue action items or action items that had a "TBD" at the end of the Fall Meetings.</li> <li>See Document Status on item 4 below.</li> </ul>	<p>To David: Send updated Action Items with minutes and post to CWE.</p> <p>To All: Work action items as applicable.</p>
<b>2. CDM Internal Review Status</b>	
<ul style="list-style-type: none"> <li>David showed the record of CDM P1.0.1 document sections that had been reviewed. There were still a few sections that have not yet been reviewed. Since this telecon was prior to the target date, some members have not yet completed their reviews.</li> </ul>	<p>To All: Complete review assignments, and distribute, at minimum, to Brian, Dan, and David. Can also send to Nav WG if so desired.</p>
<b>3. Featured Document</b>	
<ul style="list-style-type: none"> <li>The ODM was to have been the Featured Document for this telecon if Dan were able to attend. He had indicated beforehand that he had an important customer meeting at the same time, so might not be able to attend; he popped onto the meeting for a few minutes.</li> <li>Given that Dan was not able to attend, David gave an update on the status of the NDM/XML V.2 document. He reported that the Agency Review completed 22-Jan-2021. There were 3 RIDs from the review, which have already been applied to the document. David showed the group the places where the RIDs had been applied, and went over the Test Plan. There will be a single prototype, not two, given the nature of this document and the schemas; this modification of the prototyping requirement has been approved by Mario Merri and Peter Shames, two of the Area Directors. The test procedure using XML Spy was demonstrated in real time (it only takes a few minutes).</li> </ul>	<p>To David: Complete document and testing. Submit to Area Director for review and polling resolution.</p>
<b>4. Document Status</b>	
<ul style="list-style-type: none"> <li>Documents are sorted below in alphabetical order. Action item target dates appear in the Action Items list.</li> </ul>	<p>To David: Report document status to Mario and Marc.</p>
a) ADM: Alain and Julie indicated that they were pretty much ready to distribute the P1.11 draft, however, there are still a few	<p>To David: respond to questions from Alain and Julie on ADM.</p>

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outstanding questions in the XML area upon which they are waiting for David.	To Alain & Julie: Distribute P1.11 draft when ready.
b) CDM: See status on item 2 above.	See actions on item 2.
c) Navigation Data - Definitions and Conventions Green Book: No action necessary. Document was very recently published.	None.
d) Navigation Data Messages Overview: No discussion in this meeting.	To David: Propose new project to Mario Merri.
e) NDM/XML Specification: See status on item 3 above.	To David: See actions on item 3.
f) NEM: No discussion.	To Alain and Frank: Work on first draft with Spring Mtg objective.
g) ODM: The ODM P2.41 is nearly ready for distribution to the WG for internal review. There are a few items that Dan and David have discussed before the draft can be finalized. He also been distributed a draft Test Plan.	To David: Resolve outstanding issues with ODM P2.41, convey to Dan.  To Dan: Finalize ODM P2.41 and distribute.
h) PRM: David, Frank, and Jose Miguel had a telecon 21-Jan-2021 to determine if we are ready to proceed. We agreed that we are ready. David sent the corrigenda material to Mario Merri, who created the resolution requesting polling and sent all materials to the Secretariat.	To Jose Miguel, Frank: Await results of polling.
i) RDM: No action necessary. Document was very recently published.	None
j) SANA: No recent progress. David has <b>many</b> action items overdue. NDM/XML 2.0.0 schemas have been posted to the Registry (prematurely, accentuating the need for rapidly completing the work!)	To David: Chip away at action item backlog.
k) TDM: No discussion in this meeting.	To Cheryl: Continue collecting material as applicable.
<b>5. Other Discussion</b>	
<ul style="list-style-type: none"> <li>Alain inquired why there were so many examples of combined instantiations in the NDM/XML test suite. David responded that this is preparatory work with respect to our prospective "Frankenstein Super Modular Message" project. One of the names David has used (at least a few times) for this message is "NDM/KVN". The various use cases that combine message types into a single message lay the groundwork for a KVN format</li> </ul>	None.

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analogue. We can propose such a project once the ODM V.3 and ADM V.2 are published.	
<b>6. Next Telecons</b>	
<ul style="list-style-type: none"> <li>• 10-Mar-2021 14:00-16:00 UTC</li> <li>• 14-Apr-2021 13:00-15:00 UTC (local times same, except Tokyo)</li> <li>• Spring 2021 Meetings 10-May-2021 to 14-May-2021 (nominal dates) at Huntsville, Alabama, USA (nominal location)</li> </ul>	To David: Send out meeting invitation and Webex info as applicable.