

CCSDS Navigation WG Telecon	28-Jul-2021
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Attendees: David Berry, Frank Dreger, Cheryl Gramling, Julie Halverson, Hideaki Hinagawa, Ralph Kahle, Alain Lamy, Jose Miguel Lozano, Brian Swinburne, Patrick Zimmerman.

Notes	Action
1. Finalize Spring Meeting Minutes	
<ul style="list-style-type: none"> David indicated that the Spring 2021 minutes had not been finalized, but he would like to finalize them. Only a few comments were received since the draft was published. There was no objection to finalizing. 	To David: Apply corrections, finalize minutes and send to WG
2. Featured Document: Conjunction Data Message CRM	
<ul style="list-style-type: none"> The planned agenda was to continue discussion and resolution of CDM P1.0.1 review comments. However, a few WG members (including Dan, CDM Co-Editor) had indicated that they would not be able to attend, so David stated a plan to skip comments from those members. Via email, Brian suggested that, lacking these participants, "it will be difficult to make any progress today on the CDM. I would therefore propose we postpone the CDM discussion until the next meeting, is there anything else today's time slot could be used for? I am concerned that with key members missing we will just end up having to revisit items in the CRM later on as a lot of the items that have comments raised against them, even if not directly raised by the missing members, the missing members have a stake in them." Accordingly, we addressed different topics of general interest and the meeting lasted only 50 minutes instead of 2 hours. We will continue discussion and resolution of the CDM/CRM in the next telecon. 	To David: Schedule CDM discussion for next telecon.
3. Action Items Status	
<ul style="list-style-type: none"> Since we had not collectively updated the Action Items in the last meeting, we reviewed and updated action items. David noted that many of the updates to the SANA Registries required prior to the ODM Agency Review have been submitted to the SANA Team and a few of the easier ones have been implemented. David showed why it was not completely straightforward to implement some of our SANA requests (specifically, the MS Word table is not just plopped into the Registry, there is a coding process that must be executed). 	<p>To David: Distribute updated action items with minutes.</p> <p>To All: Work action items as applicable.</p>
4. Document Status	
<ul style="list-style-type: none"> The status of each document in progress was not directly reviewed. Status in the below notes is based on emails, comments from action item status, and other advisories as to progress. Documents are sorted below in alphabetical order. Action item target dates appear in the Action Items list. 	To David: Report document status to Mario and Marc.

Notes	Action
a) ADM: The action item for technical review of P1.11 had been closed by Alain and Julie. They are working on P1.12. Alain plans to submit to Julie a draft with his changes prior to his vacation.	To Alain and Julie: Continue development of ADM P1.12.
b) CDM: See status on agenda item #2 above.	See action items on agenda item #2 above.
c) Navigation Data - Definitions and Conventions Green Book: No discussion in this meeting.	None.
d) Navigation Data Messages Overview: David confirmed with Patrick that this would be a good time to start an update process for this Overview document. David stated that he was trying to figure out a way to structure the document so it does not need such frequent update, but hasn't arrived at a solution.	To David: Propose new project to MOIMS/AD.
e) NDM/XML Specification: No discussion in this meeting.	None
f) NEM: No discussion in this meeting. NEM has been deprioritized to allow Alain to focus on working with Julie to complete the ADM. Alain thinks an initial draft could possibly be available for the Fall Meetings (but ADM is the priority).	To Alain: Prepare NEM initial draft if feasible given ADM priority.
g) ODM: The Secretariat has the draft which has been submitted for potential agency review, and it is in his queue. David showed the depth of the Lead Editor queue (somewhat out of date since it was last updated in early June); the queue has a very large number of documents for which the next step is "CESG Ballot", i.e., he's performing the document processing required to prepare these documents for their respective polls. There are currently no active CESG polls.	None
h) PRM: No discussion in this meeting.	None
i) RDM: No discussion in this meeting.	None
j) SANA: See item #3 above.	To David: Continue working down action item backlog. Focus on those needed for ODM 3.0 Agency Review.
k) TDM: No discussion in this meeting. Idea collection is still in progress. Could there be an initial draft for the Fall Meetings?	To Cheryl: Consider viability of initial draft.
5. Other Discussion	
<p>Fall Meetings topics: David shared a recent email from the Secretariat indicating that "CNES has been able to secure an extension to the previous deadline, 15 July, for making a decision about hosting the fall CCSDS meetings in-person or remotely. The new deadline is 3 September 2021 and the CMC plans to make a decision no later than 27 August after discussing the situation at their midterm meeting."</p>	<p>Consider your options and please advise David as to your individual preferences. David will aggregate the results and send to Secretariat.</p>
<p>WG's apparently do still have the option to "meet remotely regardless of CCSDS's decision." David is supposed to inform the</p>	

Notes	Action
<p>Secretariat if the WG is planning to meet remotely. The Secretariat will inform the CMC and CESG of WG preferences, and this will be considered when choosing to meet in-person or remotely.</p>	
<p>6. Next Telecons</p>	
<ul style="list-style-type: none"> • 08-Sep-2021 13:00-15:00 UTC • 29-Sep-2021 13:00-15:00 UTC • Fall 2021 Meetings at Toulouse, France 18-Oct-2021 through 22-Oct-2021 (nominal dates) 	<p>To David: Send out meeting invitation and Webex info.</p>