**23 Feb 2015 Teleconference Notes**

Attendees:

E. Barkley

D. Bittner

C. Ciocirlan

A. Crowson

M. Gnat

C. Haddow

J. Pietras

P. Pechkam

K. Tuttle

Agenda

1. Action items review
2. Sanity check on permitted parameters combination for simple schedule of services recommendation
3. Inputs in response to the communication geometry spreadsheet
4. Common header analysis inputs (now in inter-recommendation tracking spreadsheet)
5. Update with respect to common request engineering
6. Spring meetings planning
7. AOB

Discussion Summary:

1. Action Items Review
	1. In general the actions requesting various working group membership will appear as items on the agenda for the spring meetings.
	2. The request related actions are now seen as sensitive to the request engineering splinter group effort (see below)
2. Sanity check on permitted parameters combination for simple schedule of services recommendation
	1. Parameter combination reviewed; no issues noted
	2. Agreed that no further prototyping needed given parameter combinations constraints table
	3. Agreed to ensure that language is normative with respect to schedule publications following the restriction/constraints on parameter combinations
	4. Working group membership requested to provide any issues noted with the parameter combinations as soon as possible
	5. Additional discussion with regard to adding a request reference parameter was held
		1. purpose is to allow traceability back from the schedule to the service package request
		2. likely candidate “home” is at the scheduledPackage level
		3. notion is that one request can result in multiple service packages
		4. to be re-considered after request engineering effort has concluded (see below)
3. Inputs in response to the communication geometry spreadsheet
	1. Preliminary DSN inputs recorded during telecon
	2. Some additional columns added (separate NASA networks cleanly, add JAXA even though lacking active JAXA participation)
	3. E. Barkley to re-distribute spreadsheet
4. Common header analysis inputs
	1. No further WG membership inputs received
	2. Discussed definition of status parameter of the common header
	3. Agreed to make it a generic string value
	4. Agreed to add an additional tab to the inter-recommendation tracking spreadsheet to record the values being defined for the various recommendations (to help ensure consistency of the suite of recommendations etc.)
5. Update with respect to common request engineering
	1. The splinter group on request engineering will have a teleconference on Monday March 9
	2. See diagrams below for technical considerations
	3. Noted that draft planning request diagram is out of date
6. Spring meetings planning
	1. Walked through preliminary draft calendar (see extract from area coordination planning below; note TS = CSTS WG, SM = CSSM WG)
	2. Noted that there will be plenary sessions to look at SC-CSTS and off-line radiometric data transfer chartering
		1. SC-CSTS likely needs coordination re functional resources, event sequencing, and service accounting
	3. Re trajectory prediction session noted that coordination with NAVWG is desired to sort out:
		1. Schema issues
		2. Meta data definitions
7. AOB – none.

The next telecon is schedule for 10 March 2015.

[end notes; diagrams follow]







