Draft Minutes: 2 February 2012 CMC Mid-Term Telecon

The meeting was called to order by the CMC Chairman, Mike Kearney, at 0605 (CST – US). Attendees were:

1. M. Calabrese – ASI
2. J.-M. Soula – CNES
3. M. Pilgram – DLR
4. J. Miro – ESA
5. G. P. Calzolari – ESA
6. E. Bergamini – INPE
7. T. Shigeta – JAXA
8. M. Kearney – NASA
9. A. Hooke – NASA
10. J. Afarin – NASA
11. P. Allan – UKSA
12. T. Gannett – Secretariat
13. B. Oliver – Secretariat
14. N. Tongson – Secretariat

Regrets were received from CSA (Canada), CNSA (China), and FSA (Russia).

Adoption of the agenda
The draft agenda was approved as proposed by Mike Kearney.

Secretariat Report
The CMC reviewed and updated the open action items from past meetings (see Open Action Items - CMC - Jan2012v2). Open action item discussions included:

- CCSDS liaison review action item was transferred from the Secretariat to Eduardo Bergamini. CMC-A-2010-06-10 was closed and a new one opened (CMC-A-2012-02-01).
- Action item on a working group diversity spreadsheet (CMC-A-2010-11-11) was closed because it was overcome by other events and covered by a later action item (CMC-A-2011-11-05).
- ESA and UKSA informed the Secretariat that a revised participation letter will be forthcoming in a couple of weeks (CMC-A-2010-11-12).
- Brian Oliver provided a link to a new site online for posting new work items (BoF, new document, new WG, WG closure, etc.). The prototype is done and it will be populated with 6 months worth of information. The group agreed that no CMC poll was necessary and a small blog icon on the CCSDS main page was needed. Announcement should be made to CCSDS-All and the SC 13 distribution list when it is ready to go live. The action item (CMC-A-2010-11-20) was closed.
- Action items with a Spring 2012 due date were deferred to the Darmstadt meeting.
- Adrian Hooke has asked CESG to respond to the two action items assigned to CESG and this will be reported at the Darmstadt CESG meeting (CMC-A-2011-11-04 & CMC-A-2011-11-06).

Brian Oliver informed the CMC that the online registration for the Spring 2012 Darmstadt meeting will be up soon.

Tom Gannett agreed to prepare a list of projects due for systematic review for the Darmstadt meeting. He noted that the systematic review also applies to green books. Mike Kearney noted that if a project
needs to be revised then a new project should be started for the revision process. The list will be forwarded to the CESG chair to contact the appropriate WGs. The list will include any green books, if appropriate.

Draft minutes from the Moscow meeting will be circulated shortly.

**CESG Report (see CESG-report-02Feb12)**

Adrian Hooke reported that the patent issue has been resolved (ISO declaration form has been signed by Cellular Elements LLC) on the concatenated codes document (CCSDS 131.2-B-1, *Flexible Advanced Coding and Modulation Scheme for High Rate Telemetry Applications*).

The CDM issue revolves around Dr. David Finkleman (affiliated with Analytical Graphics, Inc. [AGI] and also the Space Data Association [SDA]) raising the question of the legitimacy of the project. There is also the issue of avoiding a collision with ISO in terms of a similar project being developed in this standards body. The goal is to make the CDM project a community document rather than just an agency document. To this end, a formal invitation to AGI should be sent inviting them to become an associate member of CCSDS. The Space Data Association (SDA) can be invited as liaison organization to CCSDS by the Secretariat (Action Item). Mike Kearney, as NASA representative, will reach out to AGI to invite them as an Associate Member of CCSDS (Action Item). There also needs to be a follow-up on the MoU between SC 13 and SC 14 (and should be extended beyond SC 14/WG 3). Nick Tongson will query SC 14 (Dr. Finkleman) on their intentions on the MoU (Action Item). SC 13 National Bodies should be reminded of the agency position on CCSDS documents that are submitted to ISO.

New work from Russia is unclear and more clarification is needed. This is the first time that new work is being proposed by Russia. Follow-up on details should be done at the Darmstadt meeting.

IOAG-CCSDS Product Agreement (ICPA) is currently being worked on by Adrian Hooke and Gian Paolo Calzolari (as CCSDS representatives) and by Wallace Tai and Michael Schmidt (as IOAG representatives).

**CCSDS Project Resources (response to CMC-A-2011-11-05)**
Mike Kearney reported on the progress (see 6 Resources approach). Provide WG chairs the ability to provide interdependencies and strategies. He also provided some simplified assumptions. Action item extended to Spring 2012 Darmstadt meeting to finalize.

**Meeting Planning (see 7 Meeting Planning 2-2-2012)**
Meeting planning in Darmstadt is on track. Visa Letters of Invitation for the Fall 2012 meeting in the U.S. will be distributed at Darmstadt. Mike Kearney informed the CMC that CNSA would not be able to host the CMC Fall 2012 meeting in China.

**Any Other Business**
No other business identified.

**Adjournment**
There being no other business to discuss, the telecon was adjourned at 0825h (CDT – US).