### Action Items from April 2014 Meeting

<table>
<thead>
<tr>
<th>Action Item</th>
<th>Description</th>
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| **CMC-A-2014-04-01** | The Secretariat was requested to contact ISO Central Secretariat, on behalf of the MHDC WG, to obtain a contact for JPEG2000 in order to identify potential patents already submitted on JPEG2000.  
Action: Secretariat  
Due Date: 30 April 2014  
Status: Open |
| **CMC-A-2014-04-02** | The Secretariat was requested to investigate the possibility of inserting an Area Director approval process in the system prior to the CMC poll for all new projects. Also, set up alerts to the CESG mail list.  
Action: Secretariat  
Due Date: Fall 2014 CMC Meeting  
Status: Open |
| **CMC-A-2014-04-03** | The Secretariat was instructed to inform the CESG, through the CESG-ALL e-mail list, that initial systematic reviews of CCSDS documents will be conducted after 5 years instead of 3 years to follow the recent change in ISO Systematic Reviews.  
Action: Secretariat  
Due Date: 30 April 2014  
Status: Open |
| **CMC-A-2014-04-04** | The Secretariat was instructed to host the CCSDS Strategic Plan on the website with appropriate hyperlinks. The Secretariat was also instructed to retain the blue text in the PDF version of the CCSDS Strategic Plan. Secretariat should post online only the black text. Secretariat should determine the process for connecting (by hyperlink) area goals to projects in the framework. Incorporate the contents of the spreadsheet of the area goals as provided by ESA.  
Action: Secretariat  
Due Date: Fall 2014 CMC Meeting  
Status: Open |
| **CMC-A-2014-04-05** | The CMC delegates were asked to provide comments regarding CCSDS strategic priorities, area goals implementation proposal by 2020, resources, CCSDS area structure, etc. using, among other references (e.g., CWE framework), the presentation of J. Miro. Submit comments (structured by area) to the Secretariat by 30 June 2014. For discussion by the next CMC mid-term telecon (July 9, 2014)  
Action: CMC Members  
Due Date: 30 June 2014  
Status: Open |
| **CMC-A-2014-04-06** | The Secretariat was instructed to re-send Action Item CMC-A-2013-12-07 (resource template) to the CMC members with the definitions of tasks for Book Editor and Prototypes.  
Action: Secretariat  
Due Date: 30 April 2014  
Status: Open |
| **CMC-A-2014-04-07** | The Secretariat was instructed to send a message to the CESG, through CESG-ALL, informing them that the Start Date in the Resources Matrix of the Management Framework has been implemented and that there is a need to update or populate this Start Date field.  
Action: Secretariat  
Due Date: Fall 2014 CMC Meeting  
Status: Open |
| **CMC-A-2014-04-08** | In the Projects – Resources View of the Resources Matrix of the Management Framework, the Secretariat was instructed to add views of projects that (1) have or have not already |
started, and (2) have not started and do not have resources (grandfathers). Include appropriate links on the Framework homepage.

Action: Secretariat
Due Date: Fall 2014 CMC Meeting
Status: Open

CMC-A-2014-04-09
The CMC members were asked to provide their respective list of rapporteurs, for each Working Group, to the CCSDS IT Support Team for inclusion in the online roster of agency rapporteurs. In support of this, the Secretariat will send an e-mail to the CMC members with a link to the rapporteurs list.

<table>
<thead>
<tr>
<th>Agency</th>
<th>Action Completion Date</th>
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<tbody>
<tr>
<td>ASI</td>
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<td>NASA</td>
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<td>UKSA</td>
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Action: CMC Members
Due Date: Fall 2014 CMC Meeting
Status: Open

CMC-A-2014-04-10
The Secretariat was requested to revise the Commercial Associates Application Form by adding another field so that the person submitting the form can propose a sponsoring agency that s/he expects will approve it.

Action: Secretariat
Due Date: Fall 2014 CMC Meeting
Status: Open

CMC-A-2014-04-11
CMC members were requested to review the CCSDS Associates list sorted by agency and ensure that the list is current and that they have valid contacts (the Secretariat will re-send the associates list in support of this action item).

Action: CMC Members
Due Date: Fall 2014 CMC Meeting
Status: Open

CMC-A-2014-04-12
The Secretariat was instructed to send an e-mail to all member agencies that have not responded to CMC polls and ask if they’ve received the recent messages for polls. If they did not receive the message, investigate why this is the case.

Action: Secretariat
Due Date: Next mid-term telecon
Status: Open

CMC-A-2014-04-13
The Secretariat was instructed to modify the Project Reports to account for the start date and include the change in months for the duration of the task. Also indicate which projects have started and which have not.

Action: Secretariat
Due Date: Fall 2014 CMC Meeting
Status: Open

CMC-A-2014-04-14
The CMC requested the CESG to explain the discrepancy between the Green status shown in the CESG Working Group reports and the framework status that shows numerous projects behind schedule.
<table>
<thead>
<tr>
<th>Action: CESG</th>
<th>Due Date: Next mid-term telecon (9 July 2014)</th>
<th>Status: Open</th>
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<tbody>
<tr>
<td>CMC-A-2014-04-15</td>
<td>The Secretariat was instructed to provide letters of thanks to the European Space Agency (ESA) and the European Space Research and Technology Centre (ESTEC), in particular Mr. Roger Jegou and his staff, for hosting the technical and CMC meetings in the Netherlands.</td>
<td>Action: Secretariat</td>
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</tbody>
</table>

**Resolutions**

**CMC-R-2014-04-01**
The CMC thanks ESA and ESTEC, in particular Roger Jegou and his staff, for hosting the Spring 2014 technical and management meetings.