



EUR 284-19 / WG96-60
RTCA Paper No. 260-19/SC236-034

19 November 2019

Minutes of Meeting
EUROCAE WG-96 / RTCA SC-236 Joint Meeting #15
Standards for Wireless Avionics Intra-Communication (WAIC) Systems
within 4200 - 4400 MHz

| | |
|---|---|
| Plenary Session | Thursday October 10, 2019 |
| Working Sessions | Monday October 7, 2019 – Thursday October 10, 2019 |
| Place | Weg beim Jäger 193 22335 Hamburg, Germany |
| Venue | Lufthansa Basis Hamburg |
| Host | Lufthansa Technik |
| Contact Persons EUROCAE RTCA | Anna Guégan <i>anna.guegan@eurocae.net</i> Phone: +33 1 40 92 79 31 And Rebecca Morrison <i>rmorrison@rtca.org</i> Phone: +1 202-330-0654 |

AGENDA

Plenary Session Beginning Thursday October 10, 2019

1. Welcome/Administrative Duties/EUROCAE and RTCA Policy Statements
2. IPR / Membership Call-Out and Introductions
3. Review and Approval of the Minutes from the 14th Joint Meeting (Washington, June 2019)
4. Review status of WAIC SARPs
5. Review of the TOR dates and Work Plan
6. Review of the MOPS Content and Assignments
7. Reports from the Sub-working groups
9. New Business
8. Review Plan for Next Meeting
10. Review Action Items
11. Adjourn

• **Attachments:**

- Attachment A : Attendance List
- Attachment B : Action List (SC-236, WG-96 WAIC) – status October 2019

Minutes of Meeting: Start on Thursday October 10th (13:30 local time)

Agenda Item 1. Welcome, Administrative Duties, EUROCAE and RTCA Policy Statements

Steve Rines (RTCA Co-Chair) welcomes the group to the Plenary Meeting, and extends the welcome to remote WebEx participants.

Robin Davies (EUROCAE Co-Chair), Anna Guégan (EUROCAE) and Rebecca Morrison are attending the meeting in person.

Rebecca Morrison reads the RTCA Antitrust Policy.

Anna Guégan reads the EUROCAE IPR Policy.

Rebecca Morrison reads the RTCA Proprietary Policy.

Rebecca Morrison asks whether there are any questions regarding these policies. There are no questions from the meeting.

Agenda Item 2. Membership Call-Out and Introductions

Anna Guégan reads the EUROCAE Participation Policy.

Rebecca Morrison reads the RTCA Committee Participation Membership Policy.

Steve Rines asks the participants to introduce themselves. Individual introductions follow. The complete list of attendees (direct and via WebEx) is provided in Attachment A.

This meeting is considered as a plenary meeting. Richard Adler, acting as the FAA representative (Government Authorized Representative), participates in this plenary.

Agenda Item 3. Review and Approval of the Minutes from the 14th Joint Meeting (Washington, June 2019)

Steve Rines reviews the minutes of the 14th Joint Meeting of SC-236/WG-96 that was held in Washington, DC, USA, hosted by RTCA. See the link:

https://workspace.rtca.org/apps/org/workgroup/sc236_standards_for_waic/documents.php?folder_id=8514

Steve Rines asks whether there are any comments to these minutes. There are no comments from any attendees.

Steve Rines calls a vote to accept these minutes. All participants accept the minutes, except for Kevin Hallworth (EASA) who is not yet connected by WebEx. Steve Rines says that Minutes of the 14th Joint Meeting are provisionally accepted, subject to confirmation with Kevin Hallworth.

Agenda Item 4. Review status of WAIC SARPs

Radek Zakrzewski provides a brief summary of detailed discussions during working sessions that were held earlier on Tuesday-Wednesday October 8-9. Information from those discussions can be found in two presentation files and briefing posted on the committee workspace. See the links:

http://workspace.rtca.org/apps/org/workgroup/sc236_standards_for_waic/download.php/39416/SC-236%20SARPs%20status%20-%202019-10-08%20-%20Final.pdf

http://workspace.rtca.org/apps/org/workgroup/sc236_standards_for_waic/download.php/39419/WAIC_SARPs_Presentation.pdf

http://workspace.rtca.org/apps/org/workgroup/sc236_standards_for_waic/download.php/39420/WAIC_BRIEFING_PAPER.docx

Radek Zakrzewski asks to confirm what the committee's decision is regarding the way forward with SARPs.

Steve Rines says the consensus position is to pursue approvals from individual Administrations, treating ED-260/DO-378 MASPS as the applicable internationally recognized standard. There is no agreement from the Committee to reduce the WAIC transmission limits that are specified in the Recommendation ITU-R M.2085.

Uwe Schwark proposes that MASPS should be updated to include all WAIC requirements included in the current draft of SARPs. It is desirable for this update to be officially published before the next full Panel meeting of ICAO FSMP, which is now planned for late August 2020. Most technical material is already included in SARPs draft so an update to MASPS should not be too difficult or time-consuming.

Rebecca Morrison says that to meet this timeline the Committee needs to fully resolve all FRAC/OC comments and approve revised MASPS in a Plenary in early May 2020. This means that FRAC/OC comment submission needs to be completed around April 1, 2020. Consequently the Committee needs to submit a revised MASPS draft to FRAC/OC no later than mid-February 2020. This is consistent with the planned Plenary date at AVSI in College Station, TX.

Rebecca Morrison says that a revision to MASPS requires a change in TOR. Given the RTCA PMC quarterly meeting scheduled in December 2019, this TOR change has to be requested by the Committee no later than November 19, 2019. EUROCAE TAC meets later in January 2020, so meeting the RTCA PMC schedule automatically satisfied the EUROCAE schedule.

Steve Rines proposes to schedule a virtual Plenary for November 19 to meet this timeline. Steve Rines has an action to give Rebecca Morrison an agenda item for the December PMC meeting. Draft TOR changes need to be agreed on at least one week before the Virtual Plenary – by November 12. The Plenary needs to be announced at least a month in advance – by October 19.

Rebecca Morrison says this should be a "plenary lite". It will be devoted only to one topic, namely a proposed update to TOR. Steve Rines agrees. Approval of Hamburg Plenary minutes and all other usual Plenary topics will be deferred to the next face-to-face Plenary in February.

Radek Zakrzewski asks if an additional Plenary meeting is not needed to work on updated MASPS if submission to FRAC is to happen in February. Steve Rines says that this is not necessary, provided that the entire Committee can review the draft in advance of February meeting. Drafting of revised MASPS may be completed working through e-mail and WebEx meetings.

Kevin Hallworth agrees with the approach to revise MASPS and suggests to include DGAC in Committee meetings. Doing so will enable DGAC's concerns to be addressed before the document is released for open consultation. Kevin will talk to his contacts at DGAC. Inclusion of DGAC in the February Plenary may reduce potential for unforeseen FRAC/OC comments.

The meeting is in consensus about the above plan of action to amend TOR and revise MASPS.

Agenda Item 5. Review of the TOR dates and Work Plan

Rebecca Morrison reviews the Terms of Reference (TOR) of the Joint Committee, including the milestone dates.

Rebecca says these dates should be reviewed in each joint Plenary meeting.

A change will be requested to the current TOR deliverables and milestones, per discussion above.

Agenda Item 6. Review of the MOPS Content and Assignments

Steve Rines says that MOPS development schedule is posted with results of Thursday October 10 morning discussions. MOPS draft is posted on the Committee Workspace posted. See the link:

https://workspace.rtca.org/apps/org/workgroup/sc236_standards_for_waic/documents.php?folder_id=8773

Prior to this Plenary Cascade directives were revised and the MOPS draft was reviewed, and reviewed the draft. Those changes are not yet posted. The MOPS draft needs to be updated accordingly. Steve Rines has an action to update all headers in the document by the next SWG-2 meeting. This includes incorporating all updates from Rebecca Morrison. The guide to use Cascade will also be updated.

Steve Rines asks the meeting the current MOPS draft should be reviewed in this Plenary? Dave Redman and Uwe Schwark say there is not much value in a speedy review of the document. Steve Rines agrees. Review of the document will happen off-line.

Agenda Item 7. Reports from the Sub-working groups

SWG-1 Status and Work Assignments:

Sanjay Bajekal says that SWG-1 is committed to define all radio requirements in time for the next plenary, to support the completion date.

Rebecca Morrison asks the biweekly SWG-1 meeting that collides with the monthly 'touch base' meeting of the committee as a whole. Sanjay Bajekal asks to delete that SWG-1 meeting instances that create a schedule conflict. Monthly meetings of SWG-1 will be sufficient.

Steffen Mersch says that SWG-1 has a number of action items that were not discussed in Hamburg, due to other urgent topics. Those action items will be addressed in web meetings.

SWG-2/3/4 Status and Work Assignments:

Steve Rines summarizes status of Sub-working Groups 2, 3, and 4 (SWG-2, SWG-3 and SWG-44). The three groups are working jointly due to a low number of people in each.

Steve Rines says the revised MOPS document will be reviewed next week by SWG-2/3/4. The weekly meeting of the combined Sub-working Group will be retained.

Agenda Item 8. New Business

Steve Rines asks whether there is any new business to discuss. There are no suggestions from the meeting.

Steve Rines the proposed MASPS revision is new business, but it has already been discussed in detail.

Rebecca Morrison notes that she gave a presentation on scalable MOPS (sMOPS) presentation earlier in the week. The presentation is also posted on the Workspace – see the link:

https://workspace.rtca.org/apps/org/workgroup/sc236_standards_for_waic/document.php?document_id=39445

Rebecca Morrison asks the Committee to review the sMOPS presentation and come back to her with questions.

Agenda Item 9 Review Plan for Next Meeting

The next Plenary will be a virtual meeting on November 19, to approve a TOR amendment proposal.

The next face-to-face Plenary is now planned for the week of February 10, hosted by AVSI in Texas. The on-line ballot suggests College Station, TX, as the preferred location. Dave Redman still needs to confirm the final location.

The second 2020 Plenary is planned for the first or /second week of May. This will allow resolution of FRAC and submittal of revised MASPS to TAC and PMC for July 2020 publication. Two possible locations are Cologne (hosted by EASA) or Paris (hosted by EUROCAE). Steve Rines suggests to also include Rochester as an option. Kevin Hallworth says that conference rooms are available at EASA May 4-7, and also the following week. Steve Rines asks Kevin Hallworth to put in a room reservation for May 4-May 7 in Cologne. An on-line ballot will be set up to decide between Cologne, Paris and Rochester.

Agenda Item 9 Review Action Items

Per Joint Plenary #14, each Sub-working Group maintains its own Action Items list that is not be rolled into the committee's Action Item List.

Two Committee Action Item List is reviewed and updated. Eight new Action Items are recorded relative to the discussions above.

The updated Action Item List is included as an attachment to these Minutes of Meeting.

Agenda Item 10 Adjourn (17:06 local time)

Chairman Steve Rines thanks participants for fruitful contributions and asks if the committee is in favor to adjourn. All are in favor. The Plenary Meeting is adjourned.

Compiled by Radek Zakrzewski

Approved by Robin Davies

Approved by Steve Rines

Secretary of Joint SC-236/WG-96

Co-Chairmen of WG-96 (EUROCAE)

Co-Chairmen of SC-236 (RTCA)