



RTCA Paper No. 129-22/SC242-004  
EUROCAE Paper No. 153-22/WG124-04

April 20, 2022

**Summary of the 2<sup>nd</sup> Meeting  
Summary of the 2<sup>nd</sup> Meeting  
Spectrum Compatibility**

**RTCA Special Committee 242 (SC-242)  
EUROCAE WG-124**

**Executive Summary**

The joint RTCA SC-242 / EUROCAE WG-124 Plenary meeting was held on April 20, 2022. The meeting was held virtually.

- Briefings were presented on the following topics:
  - None

Meeting materials are available in the April 20, 2022 Plenary Meeting #2 folder on AerOpus and Workspace at the following links (link may need to be copied into browser):

- RTCA AerOpus:  
<https://aeropus.i3cloudservices.com/Group/GroupLanding/10010?tab=Documents&folder=Plenary+Sessions%2F2022+Sessions%2F2-April+20%2C+2022%2FPresentations>
  - EUROCAE Workspace: <https://eurocae.sharepoint.com/sites/strato/143ce6de-838d-ec11-b400-000d3ab41693/a63f9a74-5aba-ec11-983f-000d3ab4bd74/SitePages/Documents.aspx>
- Next Meeting:
    - September 2022 at EUROCONTROL facilities. Date will be agreed via Doodle poll.
      - Joint RTCA SC-242 (Meeting 3) / EUROCAE WG-124 (Meeting 3) Plenary

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## Joint Plenary Meeting Summary

The joint RTCA SC-242 / EUROCAE WG-124 Plenary meeting was held on Wednesday April 20, 2022. The meeting was held virtually.

Meeting materials are available in the April 20, 2022 Plenary Meeting #2 folder on AerOpus and Workspace at the following links (link may need to be copied into browser):

- RTCA AerOpus:  
<https://aeropus.i3cloudservices.com/Group/GroupLanding/10010?tab=Documents&folder=Plenary+Sessions%2F2022+Sessions%2F2-+April+20%2C+2022%2FPresentations>
- EUROCAE Workspace: <https://eurocae.sharepoint.com/sites/strato/143ce6de-838d-ec11-b400-000d3ab41693/a63f9a74-5aba-ec11-983f-000d3ab4bd74/SitePages/Documents.aspx>

### Wednesday, April 20<sup>th</sup> Plenary

The Plenary convened at approximately 0900 EDT

1. Host and Co-Chairs Welcome and Introductions
  - Ed Hahn welcomes participants.
  - Ed and Al Secen manage introductions by participants.
  - Attachment A lists the meeting participants.
2. RTCA & EUROCAE Policy Presentation
  - Al Secen and Anna Guegan present RTCA and EUROCAE mandatory slides on anti-trust, proprietary/intellectual property, committee participation membership, and GDPR privacy policies.
  - Al presents RTCA attendance slides and virtual meeting tips.
3. Review and Approval of Meeting Agenda
  - Ed Hahn presents meeting agenda and asks if there are other agenda items.
  - John Micallef suggests including a discussion of EUROCAE WG-124 Secretary under Other Business.
  - Agenda is approved as amended.
4. Review and Approval of the Minutes from SC-242/WG-124 Plenary Meeting #1
  - Ed Hahn presents the draft March 10, 2022 plenary minutes.
  - Ed suggests amending action item 2 to include subgroup leads.
  - Clay Barber suggests amending to include location of minutes in RTCA AerOpus
  - Minutes approved as amended.

**Post meeting note:** The minutes were posted to the March 10, 2022 Plenary Meeting #1 folder on AerOpus and Workspace.

5. Review of TOR
  - a. Presentation of Proposed TOR
    - Ed Hahn briefs the TOR Tiger Team meeting on March 31, 2022 and summarizes the primary changes from the draft presented at the March 10, 2022 plenary.
    - Ed presents the updated RTCA TOR and provides opportunity for review by committee members. Extended discussion commenced with real-time edits made to the TOR.

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- **ACTION**: Clay Barber to post John Mettrop list of documents to AerOpus and Workspace.

**Post meeting note:** The list of documents was posted to the April 20, 2022 Plenary Meeting #2 folder on AerOpus and Workspace.

b. Approval of TOR

- Ed presents the edited RTCA TOR for approval.
- Committee approves edited RTCA TOR for submission to RTCA Program Management Committee (PMC).
- **ACTION**: Ed Hahn and Clay Barber to finalize RTCA TOR (e.g. accept tracked edits) for submission for PMC approval.
- **ACTION**: John Micallef and Anna Guegan to edit the EUROCAE TOR off-line to align with RTCA TOR.

**Post meeting note:** The finalized RTCA TOR for PMC approval was posted to the April 20, 2022 Plenary Meeting #2 folder on AerOpus and Workspace.

6. Discussion of Work Plan

a. Subgroups

- John Micallef presents draft work plan and provides opportunity for review by committee members. Extended discussion commenced with real-time notes added to work plan.
- **ACTION**: Committee to provide comments on draft work plan by May 4, 2022.

**Post meeting note:** The draft work plan with notes was posted to the April 20, 2022 Plenary Meeting #2 folder on AerOpus and Workspace.

b. Identification of Subgroup Leads and Document Authors

- The chairs called for nominations for the Reports Sub-Group (SG). No nominations put forward. The chairs then nominated Andrew Roy. Andrew accepts.
- The chairs called for nominations for the Guidance SG. No nominations put forward. The chairs then nominated Capucine Amielh. Capucine accepts.

7. Other Business

- EUROCAE WG-124 Secretary
  - John calls for nominations for WG-124 Secretary. No nominations put forward. John will work with Anna to identify a Secretary. Anna will include a call for Secretary in the EUROCAE monthly newsletter.

8. Review Action Items

- Clay Barber reviewed action items from March 10 Plenary with suggestions for Status. Committee agrees with suggested Status.
- Clay provided list of actions from the April 20 Plenary.
- The current SC-242/WG-124 Plenary Action Item list
  - New Action Items identified during this Plenary are shaded in green in the following table.

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#	Owner	Action	Date	Due Date	Status
<b>Open Action Items</b>					
1	Anna Guegan / John Micallef	Identify WG-124 Secretary	Mar 10, 2022	Apr 20, 2022	Open
2	Ed Hahn / John Micallef	Identify subgroup leads and document editors • Subgroup leads identified Apr 20, 2022	Mar 10, 2022	Plenary 3 (Sep 2022)	Partially Open
3	Anna Guegan	Send instructions for creating EUROCAE workspace account	Mar 10, 2022	Apr 20, 2022	Closed
4	All	Create EUROCAE account if necessary	Mar 10, 2022	Apr 20, 2022	Closed
5	Ed Hahn	Form ad hoc committee to come to closure on TOR content	Mar 10, 2022	Apr 20, 2022	Closed
6	John Micallef	Draft work plan proposal	Mar 10, 2022	Apr 20, 2022	Closed
7	Ed Hahn / Clay Barber	Finalize RTCA TOR for submission for PMC approval	Apr 20, 2022	Apr 22, 2022	Open
8	John Micallef / Anna Guegan	Amend EUROCAE TOR to align with RTCA TOR	Apr 20, 2022	May 6, 2022	Open
9	Clay Barber	Post John Mettrop document list to AerOpus and Workspace	Apr 20, 2022	Apr 22, 2022	Open
10	All	Committee to provide comments on draft work plan by May 4, 2022.	Apr 20, 2022	May 4, 2022	Open

**9. Date, Place, and Time of Next Meeting**

- John Micallef proposes hybrid meeting for September 2022 at EUROCONTROL facilities. Dates will be agreed via electronic poll.
- Subgroups will begin meeting virtually on a monthly basis. Dates will be agreed.
- The following table includes the future meeting dates / locations:

Meeting Dates	Locations (Hosts)	Releases / Approvals
September 7-9, 2022	EUROCONTROL (Hybrid)	Discuss work plan and work achieved

**10. Adjournment**

- The Plenary adjourned at approximately 1200 EDT on Wednesday April 20, 2022.

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CERTIFIED as a true and accurate summary of the meeting.

Clay Barber, SC-242 Secretary

TBD, WG-124 Secretary

Ed Hahn, SC-242 Chair

John Micallef, WG-124 Chair

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**Attachment A – Participants**

**Leadership**

<b>Name</b>	<b>Organization</b>
Ed Hahn SC-242 Chair	ALPA
John Micallef WG-124 Chair	EUROCONTROL
Clay Barber SC-242 Secretary	Garmin
Rebecca Morrison SC-242 Program Director	RTCA
Anna Guegan WG-124 Technical Programme Manager	EUROCAE

**Membership**

<b>Name</b>	<b>Organization</b>
Abishes Dhakal	IATA
Al Secen	RTCA
Alan Schuster Bruce	Inmarsat
Andrew Roy	ASRI
Bart Van Den Einden	EUROCONTROL
Bob Ireland	A4A
Brian Eppic	FedEx
Capucine Amielh	Airbus
Chris Tourigny	FAA
Dawn Gidner	Honeywell
Earl DePass	TCCA
Florian Lohr	Volocopter
Gerhard Berz	EUROCONTROL
Ghassan Maalouli	Honeywell
Jessie Turner	Boeing
Jim Williams	Aura Network Systems
Jodie Moxley-Ramos	Ligado Networks
Joe Cramer	Boeing
John Mettrop	UK CAA
Josep Gine	ATR Radio fx
Kim Kolb	Boeing
Kris Hutchison	ASRI
Laurent Azoulai	Airbus
Manfred Mohr	IATA
Mauro Pagliarini	EASA
Nicolas Rico	Textron Aviation
Pascal Truffer	Skyguide

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<b>Name</b>	<b>Organization</b>
Ryan Terry	Lockheed Martin
Sai Kalyanaraman	Collins Aerospace
Sam Weich	Ligado Networks
Sayed Rastaghi	NavCanada
Steve Giles	MITRE
Wen Chan	Delta Airlines
Wes Googe	American Airlines
Xavier Esneu	Collins Aerospace