RTCA Paper No.   262-23/SC242-014   October 24, 2023
EUROCAE Paper No. 351-23/WG124-014

Summary of the 7th Meeting   **RTCA Special Committee 242 (SC-242)**
Summary of the 7th Meeting   **EUROCAE Working Group 124 (WG-124)**
Spectrum Compatibility

Executive Summary

The joint RTCA SC-242 / EUROCAE WG-124 Plenary #7 meeting was held on October 24, 2023. The meeting was held in virtual format only due to the limited agenda.

- Briefings were presented on the following topics:
    - None

    Meeting materials are available as follows (link may need to be copied into browser):
    - See RTCA AerOpus October 24, 2023, Plenary Meeting #7 folder:
      https://aeropus.i3cloudservices.com/Group/GroupLanding/10010?tab=Documents&folder=Plenary+Sessions%2F2023+Sessions%2F7-October+24%2C+2023
    - See EUROCAE Workspace October 24, 2023, Plenary Meeting #7 folder:
      https://eurocae.sharepoint.com/sites/strato/143ce6de-838d-ec11-b400-000d3ab41693/dbde8d4f-ff56-ee11-be6e-000d3ab0b216/SitePages/Documents.aspx

- Next Meeting:
    - Joint RTCA SC-242 / EUROCAE WG-124 Plenary #8
        - February 27-29, 2024, at EUROCONTROL in Brussels, Belgium

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Joint Plenary Meeting Summary

The joint RTCA SC-242 / EUROCAE WG-124 Plenary #7 meeting was held on Tuesday October 24, 2023. The meeting was held in virtual format only due to the limited agenda.

Meeting materials are available as follows (link may need to be copied into browser):
- o See RTCA AerOpus October 24, 2023, Plenary Meeting #7 folder:
  https://aeropus.i3cloudservices.com/Group/GroupLanding/10010?tab=Documents&folder=Plenary+Sessions%2F2023+Sessions%2F7-October+24%2C+2023
- o See EUROCAE Workspace October 24, 2023, Plenary Meeting #7 folder:
  https://eurocae.sharepoint.com/sites/strato/143ce6de-838d-ec11-b400-000d3ab41693/dbde8d4f-ff56-ee11-be6e-000d3ab0b216/SitePages/Documents.aspx

Tuesday, October 24th Plenary
The Plenary convened at approximately 0900 EDT / 1500 CEST

1. Host and Co-Chairs Welcome and Introductions
   - Ed Hahn and John Micallef welcomed participants.
   - Ed managed the participant introductions.
   - Attachment A lists the participants for the Plenary.

2. Administrative Matters – RTCA & EUROCAE Policies
   - Mark Watson and Rebecca Morrison presented the EUROCAE and RTCA mandatory slides on anti-trust, proprietary/intellectual property, committee participation membership, GDPR privacy policies, and Russian participation prohibition.

3. Agenda Review
   - Ed Hahn presented the meeting agenda.
   - Ed asked if there were other agenda items, and none were offered.

4. Approval of Minutes from Plenary #6
   - Clay Barber presented the draft July 27, 2023, plenary minutes noting a few editorial changes since the prior draft was posted to RTCA AerOpus and EUROCAE Workspace.
   - Some real-time adjustments were made to the minutes.
   - The minutes were approved as adjusted.

     Post meeting note: The final minutes were posted to the July 27, 2023, Plenary Meeting #6 folder on AerOpus and Workspace.

5. Review Comment Matrix with Resolutions for ER-028, RR-001
   - Andy Roy noted appreciation for all the work done to complete the surveys and the report.
   - Clay Barber reviewed the comment matrix noting all RAC comments have been resolved.
   - Clay noted a few additional comments were received from the post-RAC draft review.
     - o Garmin and Sai Kalyanaraman proposed changes to the DO-235C Description.
     - o Jessie Turner proposed adding a sentence to reference Figure 2-1 as well as to address a few editorial issues.
   - These comments were discussed and agreed to be incorporated into the final document.

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- Ed Hahn walked through the list of comments received from other RTCA/EUROCAE SC/WG members that SC-242/WG-124 had agreed required confirmation that they were resolved. Confirmation was obtained for each of the comments.

6. Consider a Motion to Publish ER-028, RR-001
   - Ed Hahn asked for a motion to publish ER-028, RR-001 with incorporation of post-RAC comments.
   - Jessie Turner moved; John Moore seconded.
   - The committee approved to publish ER-028, RR-001 with incorporation of post-RAC comments.
   - **ACTION**: Clay Barber to incorporate post-RAC comments into document by COB Oct 24, 2023, and provide back to Rebecca Morrison.
   - The committee will request out-of-cycle approval of ER-028, RR-001 so that the report is available to support external groups such as ICAO FSMP, WRC, etc.

7. Date and Venue of Next Meeting
   - The committee agreed to have subgroup weekly meetings on Nov 7, 2023, and Nov 14, 2023, after which they will be suspended while WRC 2023 is in session. Subgroup weekly meetings will resume Jan 2, 2024.
   - The committee agreed to meet for an in-person Plenary #8 during the week of February 27-29, 2024, at EUROCONTROL (Brussels) with plenary the afternoon of the 29th. There will be a hybrid option.

Meeting Dates	Locations (Hosts)	Meeting Goal
February 27-29, 2024	Brussels (EUROCONTROL) (hybrid)	1. Progress Guidance document 2. Progress Report #2

8. Any Other Business
   - Jessie Turner asked about in person meetings for 2024. Ed Hahn noted his preference for quarterly meetings: two in Europe and two in US (doesn't have to be at RTCA in Washington, DC).
   - John Micallef noted the EUROCAE TAC asked if this committee would have bandwidth to implement Subgroup 2 guidance that has sufficient maturity into the SC-239/WG-119 radio altimeter (RA) MOPS.
     - Ed noted some on this committee are, and will be, heavily involved in developing the RA MOPS, but noted others on this committee may have valuable insight that that can be offered beyond the expertise already in SC-239/WG-119.
     - Jessie noted that it seems as likely that this committee will learn from SC-239/WG-119 as SC-239/WG-119 will learn from this committee.
     - Rebecca Morrison noted one potential way to assist is for this committee to be invited to participate in SC-239/WG-119 RAC review(s) of RA MOPS.
     - **ACTION**: Coordinate with SC-239/WG-119 with objective of being a resource for them including RAC review(s) participation.
   - Rebecca noted the Sep 21, 2023, RTCA PMC action to consider changing the title of the Guidance document to avoid confusion with WAIC MOPS title ("wireless").

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o Some potential alternatives were offered but none were agreed.
o **ACTION**: Committee to consider Guidance document title change during February 27-29, 2024, meeting.

9. Documentation of Actions
- Review of Open Actions: Clay Barber reviewed the open actions from the July 27, 2023, plenary minutes.
    o March 20, 2022, Plenary #1:
        - Action 1: Efforts continue to be made to identify a WG-124 Secretary. It was agreed to keep Action 1 open and extend the due date to Plenary Meeting #8.
        - Action 2: It was agreed to keep Action 2 partially open and extend the due date to identify document editors to Plenary Meeting #8.
    o April 20, 2023, Plenary #5:
        - Action 23: This action will remain open as an ongoing action.
    o July 27, 2023, Plenary #6:
        - Action 27: It was noted that the additional call for participation remains to be completed.
        - Actions 28, 29, 30, and 31: Agreement to close.

- Review of New Actions: Clay Barber provided the list of actions he had captured from this Plenary. The actions were amended as suggested by the committee and are captured in the following table.

- Current SC-242/WG-124 Plenary Action Item list
    o Action Items closed during this Plenary are shaded in grey in the following table.
    o New Action Items identified during this Plenary are shaded in green in the following table.
    o Actions closed in previous Plenary sessions are not listed.

#	Owner	Action	Date	Due Date	Status
1	Mark Watson / John Micallef	Identify WG-124 Secretary	Mar 10, 2022	Feb 29, 2024	Open
2	Ed Hahn / John Micallef	Identify subgroup leads and document editors • Subgroup leads identified Apr 20, 2022	Mar 10, 2022	Feb 24, 2024	Partially Open
23	Ed Hahn / John Micallef	Provide semi-annual briefings on SC-242/WG-124 to FSMP	Apr 20, 2023	Per FSMP Meeting Schedule	Open
27	Ed Hahn / John Micallef	Work with RTCA/EUROCAE staff to produce an additional call for participation for system/equipment designers	Jul 27, 2023	Nov 1, 2023	Open
28	John Micallef	Amend the WG-124 TOR to align with the SC-242 TOR changes	Jul 27, 2023	Aug 1, 2023	Closed

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#	Owner	Action	Date	Due Date	Status
29	Ed Hahn / John Micallef	Brief the RTCA PMC and EUROCAE TAC, respectively, on the TOR updates	Jul 27, 2023	Sep 21, 2023 (PMC) / Sep 14, 2023 (TAC)	Closed
30	Ed Hahn / John Micallef	Finalize the date for virtual Plenary #7	Jul 27, 2023	Sep 19, 2023	Closed
31	John Micallef / Mark Watson	Identify a location for in person Plenary #8	Jul 27, 2023	Oct 24, 2023 Plenary #7	Closed
32	Clay Barber	Incorporate post-RAC comments into RR-001/ER-028	Oct 24, 2023	Oct 24, 2023	Closed
33	Ed Hahn / John Micallef	Coordinate with SC-239/WG-119 to support new RA MOPS development	Oct 24, 2023	Nov 10, 2023	Open
34	Ed Hahn / John Micallef	Consider Guidance document title change	Oct 24, 2023	Feb 29, 2024	Open

10. Adjournment
- Ed Hahn and John Micallef thanked the committee again for the efforts to publish the RR-001/ER-028 Survey Report.
- The Plenary adjourned at approximately 1020 EDT / 1620 CEST on Tuesday October 24, 2023.

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

Name	Organization
Ed Hahn SC-242 Chair	ALPA
John Micallef WG-124 Chair	EUROCONTROL
Clay Barber SC-242 Secretary	Garmin
Chris Tourigny SC-242 Government Authorized Representative	FAA
Rebecca Morrison SC-242 Program Director	RTCA
Mark Watson WG-124 Technical Programme Manager	EUROCAE
Andrew Roy Subgroup 1 Lead	ASRI
Olivier Pellay Subgroup 2 Lead	Airbus

Membership

Name	Organization
Earle DePass	TCCA
Jeff Finley	Collins Aerospace
Jessie Turner	Boeing
John Moore	Aura Network Systems
Kambiz Rahnavardy	FCC
Kathryn Bernazzani	DOT Volpe Center
Kim Kolb	Boeing
Mauro Pagliarini	EASA
Sam Weich	Ligado Networks
Sasa Jankovic	Bundesaufsichtsamt für Flugsicherung, Germany
Steve Van Trees	FAA
Wes Googe	American Airlines

Guests

Name	Organization
Hasan Sharif	United Arab Emirates Telecommunications and Digital Government Regulatory Authority (TDRA)