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| --- |
| Meeting Participants |
| Name | Company | Email | Attended |
| Lou Wheatcraft | Requirements Experts | LouW@Reqexperts.com | X |
| Mike Ryan | Univ of New South Wales | M.Ryan@adfa.edu.au | X |

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# Agenda 🡪 Lead

**Subject** **Lead**

* Overview of IW2019 🡪 Lou Wheatcraft
* Overview of RWG Activities in 2019/2020 🡪 Lou Wheatcraft/Tami Katz
* Updates to the Guide to Writing Reqts. 🡪 Mike Ryan
* Status on the Guide to Dev and Manage Reqts 🡪 Kevin Orr
* Status on the Guide to Verif. and Validation 🡪 Tami Katz
* Overview of the Integrated Data paper 🡪 Lou Wheatcraft
* Requirement Roundtable Q&A 🡪 All
* Next Meeting 🡪 Tami Katz

**Overview of IW2019** **🡪 Lou Wheatcraft**

* Objective of IW2019: “The role of requirements in an MBSE world"
* RWG met 1/26/19 through 1/29/19, Lou shared charts discussing agenda, specific discussions
* Full sessions each day on various presentations from members concerning the role requirements play in a MBSE world
* 120 members participated
* Also discussed update to the Guide for Writing Requirements, and plans for two new guides: Developing and Managing Requirements, Guide for Verification and Validation

**Plans for 2019/2020** **🡪 Lou Wheatcraft/Tami Katz**

Introduced Tami Katz as the new RWG Chair

Plans include:

* Maintain the RWG public and Connect web sites
* Support the SE Tools Database development efforts
* Support the update to the INCOSE SE Handbook
* Develop two new products: "Guide for Managing & Developing Requirements” and "Guide to Verification and Validation”
* Update the Guide for Writing Requirements Summary (4 pager)
* Provide RWG inputs into the SE Handbook vers 5 update
* Update current webinar-based training for the Guide for WR with new on-demand training
* IW2020
* Meet more regularly (virtually) to develop material and have RWG member collaboration

**Updates to the Guide to Writing Reqts. 🡪 Mike Ryan**

* Went over changes from 2017 to 2019 Guide versions
* New examples
* Cleaned up editorial items
* Noted addition of 'concepts' in Figure 1, highlighting Transformation of concepts into needs into requirements

**Status on Guide to Develop and Manage Requirements** **🡪 Kevin Orr**

* Kevin Orr provided status on the Guide to Developing and Managing Requirements, showing outline, TPP, and next steps.
* Guide information is kept here: [https://connect.incose.org/WorkingGroups/Requirements/GDMR/\_layouts/15/start.aspx#/default.aspx](https://connect.incose.org/WorkingGroups/Requirements/GDMR/_layouts/15/start.aspx%23/default.aspx)

**Status on Guide to Verification and Validation** **🡪 Lead**

* Tami Katz provided status on the Guide to Verification and Validation, showing outline, draft, TPP, and next steps.
* Guide information is kept here: [https://connect.incose.org/WorkingGroups/Requirements/Guide\_to\_VV/\_layouts/15/start.aspx#/default.aspx](https://connect.incose.org/WorkingGroups/Requirements/Guide_to_VV/_layouts/15/start.aspx%23/default.aspx)

**Presentation of Integrated Data as a Foundation of SE paper** **🡪 Lou Wheatcraft**

* Lou presented the newly published Integrated Data paper as well as some key insights obtained during the IW2019 discussions

**Roundtable Q&D** **🡪 All**

* RWG members posed various questions for discussion and help.

**Next Meeting 🡪 Tami Katz**

* The next in person meeting is at IW2020 in Torrance, CA.
* Tami will set IW2020 agenda in December and distribute to RWG.
* Tami will also set up virtual meetings between IS2019 and IW2020 to allow membership participation for those that cannot travel in person