## Sep 9, 2024 | [HWO Oct Planning](https://www.google.com/calendar/event?eid=b2lmYjdlZXM4c21nbW9nNGM0a2k0NG5jNmcgZW1tYS5sb3VkZW5AeWFsZS5lZHU)

Attendees: [Kataria, Tiffany (US 3262)](mailto:tiffany.kataria@jpl.nasa.gov) [Petre, Robert (GSFC-6600)](mailto:robert.petre-1@nasa.gov) [Emma Louden](mailto:emma.louden@yale.edu)

Notes

* With the October meeting looming, we should figure out how we can best use it to accomplish our goals.
  + Do we want to have a splinter to go over the inputs we’ve received?
    - We will suggest speaking during main session for ~5-10 min and then have a splinter where we discuss items raised during that talk
  + Or do we want to do that ahead of time and use the meeting to start synthesizing what we’ve learned?
  + Should we meet jointly with the ground-based group? (I’ve no idea what they’re doing.)
    - Rob will reach out to Mercedes to ask about status
  + Should we try to meet with SWG chairs to find out what information they would like?
    - Ask Megan about agenda–present out in main session on our current progress, advertise what we need from SWG chairs
* Paper timelines
  + Dec 1 – Submission
  + Nov 1 – Send to co-authors
  + Oct 26 – Incorporate feedback from F2F
  + Oct 22-24 – F2F
    - Present to F2F in splinter session
  + Oct 15 – Preliminary analysis/synthesis done
  + Oct 1 – All mission data collected
  + Sept 30 – Intro + Methodology written

Action items

* Ask Megan about agenda
  + Use that to present out in parallel session to meet with SWG chairs
* Ask Megan for a splinter session
* ~~Email Megan (cc rob and tiffany) for github issues~~
* Ask steering committee members who is going to be at Oct F2F