

Project Name: VAR Billet Measuring System
Project #: 12555
Customer: Special Metals

Meeting Purpose: meeting

Date: 02/21/12

Meeting Length: 60 minutes

Present Parties: Jared Dodge (Design Team)
Michael Imhof (Design Team)
Michael Cheney (Design Team)
Michael Hvorecny (Design Team)
Brandon La Quay (Design Team)

Discussion:

- Divide the tasks required for the DDR on 02/24
- Create schedule for MSDII
- Discuss proper testing documentation
- Complete DDR presentation slides for 2/23

Action Items

1. Work on all documents required for DDR