

Meeting Purpose (*clearly state objectives of the meeting*): Review Updated Documents

Materials to be Reviewed (*list all documents to be reviewed at the meeting including revision*):

Customer Needs.pdf, Specifications.pdf, FRAME TEST.pdf, WFEA.pdf, Frame Construction DWG RoughDraft.JPG, HandCalc NECESSITY OF THREE LEGS.JPG, TEST PLANS.pdf, MSD 1 Stackable Cots Project Plan.pdf

Meeting Date: 12/3/12

Meeting Location: MSD Center

Meeting time (*indicate start and stop time for entire review*): 6:00 PM – 7:00 PM

Timeline (*in table below indicate start time for each activity, the topic of review, and the required attendees*):

Meeting Timeline		
Start time	Topic of Review	Required Attendees
6:00	Customer Needs	J. Kaemmerlen
6:02	Specifications	J. Kaemmerlen
6:04	The Sled – Weight/Support Test	J. Kaemmerlen
6:14	The W – FEA Analysis	J. Kaemmerlen
6:24	The Sled – Frame Construction	J. Kaemmerlen
6:30	Leg Support Calculation	J. Kaemmerlen
6:40	Test Plans	