

# Meeting Activity Agenda

15001

## Attendees:

- Adam Podolec: Electrical Engineer / Project Lead
- Megan Ehrhart: Senior Electrical Engineer
- Tyler Leichtenberger: Mechanical Engineer
- Noah Schadt: Mechanical Engineer / Team Facilitator
- Jared Green: Senior Mechanical Engineer
- Geni Giannotti: Biomedical Engineer / Treasurer

Current Meeting	Next Meeting
Location: MSD Area	Location: BAD Lab
Start Time: 11:00am	Start Time: 12:45pm
End Time: 2:00pm	End Time: 2:00pm
Meeting Date: Thursday 11/20/14	Meeting Date: Monday 11/24/14

## Old Business Items:

-

## New Business Items:

## Items Left Outstanding:

-

## Action items – Owners / Deadline:

- ❖ Team Tasks - All
  - Email submission to guide by Sunday night
- ❖ Adam Podolec
  - See table
  - Long term
  - Bio
- ❖ Megan Ehrhart
  - See table
  - Long term
  -
- ❖ Tyler Leichtenberger
  - See table
  - Long term
  -
- ❖ Jared Green
  - See table
  - Long term
  -
- ❖ Geni Giannotti
  - See table
  - Long term
  -
- ❖ Noah Schadt

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## Old

- Prepare sensitivity model for CAIR capacity
- Color coordinate old M-plots?
- Read Adam's email and discuss

## Long term

○

## Meeting Notes:

- Team attended a problem solving workshop
- Key takeaways:
  - Brainstorming may be better than brainstorming
  - Start with a list of possible solutions

Do	Don't
○ Off the wall ideas	○ Evaluation too early
○ Build other's ideas	○ Aim for quality
○ Aim for quantity	○

- Then do a Pugh concepts selection
- Make a plan on a Gantt chart
- **Problem tracking spreadsheet**
  - See [P14453](#)
- Team discussed the strain concern according to the Problem Solving workshop
- Team started listing questions for Dr.D
  - Propose definition: Full dorsiflexion and plantar-flexion is defined as while walking
  - Discuss permanent elastic
  - Can we wait to address this issue more carefully in MSD II?
  - Discuss pulley concepts to present alternative
  - Recall that current rigid AFO's do not enable plantar-flexion
  - Ask how concerned she is about this issue?
- Team was met by a guide who attended our DDR who gave us some feedback
  - (need a) ton of drawings for the brace
  - (need a) lot of tests to demonstrate good confidence
  - (need a) Timing diagram

## Guidelines:

- Quite possible that not everything will be done
  - So you will need to identify here's what we plan/missed
- **For the review:** what is the end state of imagine RIT?
  - Get the vision in your head
- Project progress demonstrations weeks 2,5
  - What will be assembled?
  - What will be built?
- We are in very good shape to finish strong
- We need to plan for out gate review
  - Earlier in finals week is better

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- We have the option to do it on reading day
- 1.5hr DDR we will schedule more time if necessary
- Feedback; he thought we did everything well except:
  - We didn't go further back to inform the new people
- Submissions due Sunday nights
- Consider the end of your journey
- Develop a shared vision for imagine RIT
- What will be demonstrated in week 5?
- Guide and customer are not expecting much more for the next review
- You may not get everything done
- Doesn't have to be perfect but it should be planned
- Your Engineering Requirements are a contract
  - Green is demonstrated
  - Yellow is progress by not complete
  - Red is in trouble
- MSD week 5 a self assessment
  - Week 8 what about ER's?
- Show artifacts (ER) (Problem tracking list)
- "We want you to be empowered"
- Weekly we will meet
  - Reviews on 2,5,8,11,14
- If we fall behind... we'll meet with guide more frequently
- Set expectations for Imagine
  - **We are a beta team so the bar is high**
- (Doing well, don't agonize)?
- Get team consensus before doing or not doing work over break

## General Team Meeting Notes

- Team discussed what are we going to do for this phase
  - See table below
- Tyler and Noah discussed meeting with Dr.D for Tuesday
  - "AFO won't provide enough strain" vs. "muscle won't provide enough strain"
  - Muscle Optimization:
    - Orange muscle repeat three times
    - Pink silicon repeat three times
    - use two weight configurations
    - TY to consider Gasket/O-ring
- Geni noted that the Nazareth clinic is closed for the semester
  - GG/NS decided to still ask her to implement the pedometer program next semester

## Puns of the week:

- 'This is really a "foot on" (hands on) project'-Ed

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**Table 1: Task list for phase 5**

<b>Geni</b>	<b>Megan</b>	<b>Tyler</b>	<b>Adam</b>	<b>Jared</b>	<b>Noah</b>
Enhance attachment	Toe strike	Muscle-Opt. stage III	Plugging the port	Toe strike	Muscle-Opt. stage III
Sew and test strap	Pseudocode	Risk list - iterate	Build, Assy, Debug Plan	Logic chart	Build, Assy, Debug Plan
GAD drawings (Dimensionally accurate)	Layout	Research improvement	Power analysis	Power analysis	Research improvement
BOM- as required (A/R)	Software code	Upper muscle attachment	Research regulators	Research regulators	Lower plug design
Purchasing- A/R	Upper component housing	Stress analysis	Power ratings?	Power ratings?	Upper component housing
Strap Analysis	Timing diagram		Abstract	MSD II Project plan	Strap Analysis
IRB permission			ER mapping	Leg PCB housing	