

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 12/4/14	Meeting Date: Monday 12/8/14

Old Business Items:

New Business Items

Items Left Outstanding:

Action items – Owners / Deadline:

- ❖ Team Tasks - All
 - Keep track of action items from the review
 - Take a look at the BOM and send Geni an email by Sunday night 8:00pm

DDR					
Megan	Adam	Tyler	Geni	Jared	Noah
3rd iteration PCB	email BOM updates to Geni by 8 Sun	Muscle report conclusion	GAD	3D printing	Build, assy plan
Update BOM	MSD II test plan [+EDGE]	CAD muscle	Receipt from Adam	Add powersource to problem tracking sheet	MSD II strap plans to Adam
Create/update code doc	Buy supplies to plug port	CAD Plugs	BOM updates	email BOM updates to Geni by 8 Sun	Notes
EDGE	BOM to PCB [+EDGE]		IRB permission		email BOM updates to Geni by 8 Sun
	Abstract				Problem tracking
Gate review					
Megan	Adam	Tyler	Geni	Jared	Noah
Order the board	Problem tracking	Carryover doc	Imagine RIT	Individual docs	Improvement plan

Meeting Notes:

- Worked on the pile of documents from guide

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15001

- Noah to make problem tracking for strain
 - Possibly make a distinction between muscle and brace
- Tyler to add summary of MSD I carryover
- Week 2 shared vision notes:
 - Working mode
 - Strap
 - Strain
 - Test smaller silicone tubing
 - Adaptive gait percentage (heelstrike toestrike)
- Weeks 3-5 shared vision:
 - Have the team demonstrate EE/ME tasks
 - Use the same calendar to add schedules
- Went through other docs as a team including team improvement
 - Communication gap
- All: take a look at the BOM
- Send Geni an email about the BOM by Sunday night 8:00pm
- Performed dimensional analysis of upper component housing
- Divided tasks in terms of what needs to get done by the DDR and by the Gate review.

Pun while Geni was on Microsoft Excel

- “I think you are excelling Geni”

Action Items					
Item #	Description	Responsible	Due Date	Close Date	Comments
A001	Color correlation on the M-opt plot	Noah	DDR	IP	Make EGDE clearer
A002	Weigh the shoe for the foot-lift	Noah/Geni	DDR		Inconsistency in model
A003	Repeatability of the muscle tests	Tyler/Noah	DDR	11/25	At least three trials
A004	Modify/improve muscle attachment	Tyler	DDR	12/1	Dove tail/vertical support
A005	Pressure not flow in schematic	Megan	DDR	12/1	
A006	Pseudocode	Megan	DDR	12/1	
A007	Consider 3M rather than Velcro	Jared/Noah	DDR		For component housing
CM01	Comment in the customer requirements	Noah	DDR	11/25	FT2 “does not include spasticity”
CM02	Move hip angel data to private SVN	Jared	DDR	12/1	In ME Research
CM03	Develop a Working Model with sensitivity analysis	Noah/Tyler	MSD II wk2		In MechE labs
CM04	Formalize MSD II Test plans	Noah	DDR		As outlined in Agenda
CM05	Comment Engineering Requirements	Noah	DDR	11/25	“May not be able to reach
CM06	Begin IRB permissions	Geni	MSDII	11/25	Deadline flexible
CM07	Consider easy plantar flexion release	Tyler	MSDII		Manual support too?

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15001

Issues					
Item #	Description	Responsible	Open Date	Close Date	Comments
I001	The AFO could be slippery with socks	Geni	10/23	IP	Relates to A009