

Meeting Minutes

Meeting held: November 13th, 2018 at 12pm

Attended by: Jerry Adamski (project guide), Rachelle Stevens (RGH director of nursing), Jodi McNamara (RGH), Ravee Fazal (Unity equipment coordinator), Dan Phillips (Director of Access Technologies), Shannon Connell, Zoey Zhang (industrial design team), Kyle Chrysler, Stephanie Chu, Kazi Rahman, Melanie Roy, and Mendy Yu (engineering team)

Action Items from last review

MSD Team (Engineering Team)

- ✓ Reviewed concept selections (is there more feasible options)
- ✓ Updated pugh chart with a legend
- ✓ Updated risk assessment (clarify Sterilization Test)
- ✓ Toured Unity Hospital
- ✓ Verified with Industrial Design Team and their expectations (what do they hope to accomplish by the end of the semester)

Rachelle/RGH

- ✓ Forwarded cleaning procedures from EVS

Feasibility (slide 4)

- How heavy is the other tables? Is 30lbs better or worse compared to the existing ones?
- We've been focusing on the base, though from last review, we're going to focus on pneumatics as a height mechanism.

3D Models & Drawing (slide 5)

- Isn't the first prototype a Y-shaped base design and failed?
 - Have yet to test the Y-shaped base design. We increased the angle between the legs and extended the legs too.
- Will the circular type of base design get caught on this with its hook-like shape? Can we decrease the length of the legs so it doesn't have a hook?
- Customer okayed the size of the table top, but would like a visual of it at the next design review.

Testing Plans (slide 9)

- Need to test why the circular or Y-shaped base design is better than the other.

Bill of Materials (BOM) (slide 11)

- Check out how existing casters are placed (which ones are rigid and which one swivel)
- Rollerblades work pretty well as wheels, consider something similar?
- Share caster information with Industrial Design Team

Risk Assessment (slide 12)

- Risk assessments were okayed by customer, fine with the updates and changes

- Lead time on parts may not be that high of a risk

Project Goals & Deliverables (slide 14)

- Working prototype may not be completed until early Spring
- No drawers, hard to clean, sometimes forget to clean, and people forget their things in them

Action Items

MSD Team

- Compare our in progress prototype with existing bedside table (Complete an updated Pugh Chart)
 - Keep us on track that we're always improving
- Research and get dimensions on existing bedside tables (total size, weight of the table)
 - Is the mass of the base (15kg) okay? Heavier or lighter than existing ones?
- Bring in a mockup of the table top for the next review (just to see the size of it)
- Share with ID team caster information

Design Review Dates

- Detailed Design Review - Tuesday, December 4th, 12-1pm