

# Meeting Minutes

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**Date:** November 30, 2015

**Time:** 5:15 PM

**Location:** BEL 11

**Participants:** Bruno Loza      Khalid Alotaibi      Dr. Johnson  
Will Parker      Dr. Li

**Purpose of meeting:** Team progress updates after break, Snapshot day preparation

**Agenda items:**

- Design review
  - Great feedback from all attendees
- Budget proposal
  - Includes housing, diodes, and batteries
  - Plan to purchase through school funds then receive donation from SEL
- Battery location
  - We need to check with Greg Klemesrud (U of I electrical technician) for his recommendation on enclosure and location of battery set (1-2 24-V batteries)
- ABB RTDS model
  - Current RTDS model is not complete
  - Bruno will check with Dr. Johnson to complete model
- Black start RTDS model
  - A simple RTDS model was created
    - Need to wait on completion of ABB RTDS model update
- Parametrization
  - There are missing Excel files from event files given by Mike and Andy
    - Andy doesn't have them. Email Mike West

**Action Items:**

- Khalid
  - Email Greg Klemesrud
- Bruno
  - Write up meeting minutes
  - ABB RTDS model update
  - Black start RTDS model completion
  - Update diagram
- Will
  - ABB AVR documentation

**Future Meeting Date:** Wednesday (12/2) 3:30 PM - to work on Snapshot day items