

Team Meeting

March 28, 2017

5:15 AM

Power Lab

Meeting called by: Team Echo

Attendees: Kristen, Jared, Jacob, Dr. Hess

Type of meeting: Weekly Team Meeting

Minutes

Agenda Item: Schedule Design Review

Discussion:

Discussed when to set up a potential design review with Jim. Potential dates included April 13th or on/around EXPO date.

Conclusions:

We need to get together and discuss our final opinions and talk with Jim about what would work best for him.

Action Items:	Member Responsible	Deadline
Talk to Jim about design review	Kristen	4/6/17

Agenda Item: Energize Inverter and take preliminary measurements

Discussion:

We have the system setup designed and it's simple to implement. We just need to set it up and take our preliminary measurements

Conclusions:

Complete the setup and take measurements.

Action Items:	Member Responsible	Deadline
Complete system setup and take measurements	Everyone	4/7/17

Agenda Item: Military EMI Specifications

Discussion:

Jacob found a list of the most common military electromagnetic requirements, and the testing procedures that the military follows to verify each standard.

Conclusions:

As a team, we need to discuss which of the standards we want to achieve, and then Jacob will go through and pull all the relevant information for each procedure.

Action Items:	Member Responsible	Deadline
Determine which standards we want to achieve.	Team	4/7/17
Get all relevant information on the chosen military standards	Jacob	Determined by above task

Agenda Item: Major Team Meeting

Discussion:

We need to decide on a timeline, the specs we want to achieve, and some other major decisions

Conclusions:

We need to meet and discuss our timeline, specs, and other important decisions soon.

Action Items:	Member Responsible	Deadline
Major Team Meeting	Everyone	4/7/17
