

# MEETING MINUTES

**Topic: Helmet Staff Team Meeting**

**Date: Thursday, April 18, 2019**

**Time: 5:50 pm – 6:10 pm**

**Location: Engineering Room 321**

Minutes recorded by Titus Yazzie

Meeting called by Dr. Trevas

**Attendees: Omar Alomar, Fares Alotaibi, Race Oshiro, Titus Yazzie**

Table 1. Record of meeting.

<p><b>5:50 pm to 6:00 pm</b></p>	<p><b>Discussion of current standing of project</b></p> <ul style="list-style-type: none"> <li>- Race soldered the new Arduino boards</li> <li>- Laser does not work when pairing with accelerometer and gyro             <ul style="list-style-type: none"> <li>o Collect data for velocity instead</li> </ul> </li> <li>- Working on the final poster and looking for reviews on poster</li> <li>- Dress code for presentation             <ul style="list-style-type: none"> <li>o Business casual or higher</li> </ul> </li> <li>- Meetup this weekend put everything together</li> <li>- No Bluetooth yet             <ul style="list-style-type: none"> <li>o Dr. Trevas: the SD card is good enough for now</li> <li>o "Phone.sendmessage" - Bluetooth</li> <li>o Camel space</li> </ul> </li> <li>- Working on MIT App Inventor to transmit data             <ul style="list-style-type: none"> <li>o Try using the Arduino Blue for Bluetooth</li> </ul> </li> <li>- Trying to fix the laser sensor             <ul style="list-style-type: none"> <li>o Laser sensor does not work with the accelerometer and gyroscope</li> <li>o "Failed to boot" - progress</li> <li>o Checking the addresses of sensors</li> </ul> </li> </ul>	<p>EGR Rm 321</p>
<p><b>6:00 pm to 6:10 pm</b></p>	<p><b>Discussion of finalizing Smart Helmet</b></p> <ul style="list-style-type: none"> <li>- UGRADS and presentation next week (4/26)             <ul style="list-style-type: none"> <li>o Morning session for posters</li> <li>o Afternoon for presentation</li> </ul> </li> <li>- Test helmet with all sensors             <ul style="list-style-type: none"> <li>o Collect data</li> </ul> </li> <li>- Input sensors into helmet</li> </ul>	<p>EGR Rm 321</p>

<b>6:10 pm to end</b>	<b>Plan for next meeting</b> <ul style="list-style-type: none"> <li>- Discussion of action tasks</li> <li>- Discuss about client meeting</li> <li>- Discussion of what is completed</li> <li>- Practice presentation <ul style="list-style-type: none"> <li>o Do not talk about schedule and budget</li> <li>o Talk as if they are not engineers but technical</li> <li>o Aim for 15 minutes and 5 minutes of questions</li> <li>o Practice, practice, practice</li> </ul> </li> </ul>	EGR Rm 321
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Table 2. Tasks Assigned.

<b>Task</b>	<b>Person Assigned</b>	<b>Start Date</b>	<b>Date Complete</b>
Work on combining all sensors together	Race	4/18/19	4/26/19
Finish the poster	Omar	4/18/19	4/19/19
Finish the poster	Fares	4/18/19	4/19/19
Input the system into the helmet	Mana	4/18/19	4/26/19
Figure out the Bluetooth system	Titus	4/18/19	4/26/19
Meet with client and finish SmartHelmet Work on Operation and Assembly Report Start on Final Report and CAD Package	Team	4/18/19	4/30/19

**Next formal meeting: 5/2/19, EGR Rm 321, at 5:50pm**  
**Next members responsible for agenda: Omar**  
**and meeting minutes: Titus**