

# MEETING MINUTES 11

## Topic: Meeting 11 – Team Leads Meeting

Thursday, January 18, 2018

02:30pm - 03:30pm

Chair: Leo Segura De Niz

Attendees: David Willy, Alana B, Alex D, Anthony C, Devon H, Kory J, Tristan S

Location: Room 323 @ EGR Building

Bring: KEY MILESTONES THAT WILL GUIDE TO PROJECT SUCCESS

**Table 1.** Tentative Schedule

<b>02:30pm-02:40pm</b>	<b>Introduction</b> <ol style="list-style-type: none"><li>1. Announcements<ol style="list-style-type: none"><li>a. CWC January All Team Call with DOE<ol style="list-style-type: none"><li>i. Date: Next Monday 1/22/18 @ 10am</li><li>ii. Location: Engineering Room 323?</li></ol></li><li>b. DOE Webinar<ol style="list-style-type: none"><li>i. Date: Next Friday 1/26/18 @ 12pm</li><li>ii. Location: 324C (Willy's Office)</li></ol></li><li>c. Travel Funding<ol style="list-style-type: none"><li>i. Three groups: Tunnel, Siting, Business<ol style="list-style-type: none"><li>1. Tunnel Team funding packet submitted.</li><li>2. Siting Team funding packet to be submitted by today or at least before Friday.</li><li>3. Interviews with ASNAU to be scheduled starting next week.</li></ol></li><li>ii. Requesting \$3,000 from ASNAU</li></ol></li></ol></li></ol>
<b>02:40pm-03:20pm</b>	<b>Discussion Topics</b> <ol style="list-style-type: none"><li>1. Recap<ol style="list-style-type: none"><li>a. <b>Test Team A</b> - Blades, Shaft, DC-DC Converter, Wind Tunnel Testing, Generator</li><li>b. <b>Test Team B</b> - Hub, Rectifier, Nacelle, Brakes, Yawing, Load, Tower, Energy Storage</li><li>c. <b>Market Team</b> - Blades, Hub, Nacelle, Shaft, Yawing, Tower ...</li></ol></li><li>2. Current State<ol style="list-style-type: none"><li>a. Who is certified to work in the machine shop? (Tristan)<ol style="list-style-type: none"><li>i. Devon trained in the shop.</li><li>ii. Outsource parts to the shop.</li><li>iii. Get trained to the shop.</li><li>iv. Ryan is a good welder in the shop.</li></ol></li><li>b. Test Teams<ol style="list-style-type: none"><li>i. Mold for Blades? Did we contact Nova Kinetics regarding manufacture of the blades?<ol style="list-style-type: none"><li>1. Soud may be taking on blade iterations.</li><li>2. Devon will be focused on manufacturing.</li></ol></li><li>ii. Any components manufactured over break?</li></ol></li></ol></li></ol>

	<ul style="list-style-type: none"> <li>iii. Have we reached out to Dr. Oman to see if we can align Capstone reports to DOE deliverables?</li> <li>iv. Have a design to being testing March 1st.</li> <li>c. Market Team <ul style="list-style-type: none"> <li>i. Where are we at? <ul style="list-style-type: none"> <li>1. Final design stages.</li> <li>2. presentation by next thursday showing the final components of the design.</li> <li>3. Market team meet with Willy following Friday.</li> </ul> </li> <li>ii. What will the Market Team be working on this semester? <ul style="list-style-type: none"> <li>1. Finalize the conceptual design so that we can move onto other requirements of the competition.</li> <li>2. Find out how the market team is aligned with the business team.</li> <li>3. Think about top level charging storage.</li> <li>4. Models in Simulink charging related.</li> </ul> </li> </ul> </li> <li>3. Key Milestones <ul style="list-style-type: none"> <li>a. Test Teams <ul style="list-style-type: none"> <li>i. Full CAD package approved by Willy.</li> <li>ii. Testing by March 1st.</li> <li>iii. Final EE Layout.</li> <li>iv. PCB Layout.</li> <li>v. Purchase PCB and all other components.</li> <li>vi. Know your lead times.</li> <li>vii. PCB Population</li> <li>viii. Test procedures and test! Set a deadline before March 1st.</li> <li>ix. Bill of Materials. Then send to the shop or outsource.</li> <li>x. Full assembly before March 1st.</li> <li>xi. Bench testing for pitching, yaw, and brakes systems.</li> <li>xii. Test Team - Full design by next Friday?</li> </ul> </li> <li>b. Suggestions <ul style="list-style-type: none"> <li>i. Put pressure on Tower students</li> <li>ii. Yaw system</li> <li>iii. Plan rotor blades in case pitching system is not working.</li> <li>iv. Think of contingencies on the pitch.</li> <li>v. One of the biggest concerns for EEs is the generator.</li> </ul> </li> </ul> </li> </ul>
<p><b>03:20pm-03:30pm</b></p>	<p><b>Plan for next meeting</b></p> <ul style="list-style-type: none"> <li>1. Review deliverables/ tasks/ to-do's to be completed by the next meeting.</li> <li>2. By next Thursday <ul style="list-style-type: none"> <li>a. Identify your Critical Path to meet your deliverables (March 1st for testing)</li> <li>b. Market Team Presentation on Final CAD.</li> </ul> </li> </ul>