

# HPRT MEETING MINUTES

## Team Meeting

Monday, 02 October 2017

7:00pm to 9:00pm

Minutes recorded by: Myla Azofeifa

Meeting called by: Alex Rustaey

Attendees: Yi Tong Zhang, Jordan Loos, William McGinn

Table 1 - Record of Meeting

7:00pm	<b>Begin Meeting</b> <ul style="list-style-type: none"><li>● Meeting started by Alex Rustaey</li><li>● Alex Rustaey called in</li><li>● Topics<ul style="list-style-type: none"><li>○ Preliminary Report</li><li>○ Preliminary Presentation</li></ul></li></ul>	EGR 120
7:05pm	<b>Preliminary Presentation</b> <ul style="list-style-type: none"><li>● Date: Tuesday, 10/03/2017<ul style="list-style-type: none"><li>○ Submit slides to BBLearn before 5:30pm</li></ul></li><li>● Length of presentation: 8-12 minutes</li><li>● Finalize presentation slides</li><li>● Slides:<ul style="list-style-type: none"><li>○ Introduction</li><li>○ Honeywell Reference Pressure Regulator (background info)</li><li>○ The problem</li><li>○ Project Description</li><li>○ Pressure Regulator Design</li><li>○ Honeywell Reference Pressure Regulator</li><li>○ Existing Design: Scuba Gear (x2)</li><li>○ Existing Design: Air Compressor</li><li>○ Closure Elements<ul style="list-style-type: none"><li>■ Non-Sealing Butterfly Valve</li><li>■ Floating Ball Valve</li><li>■ Right Angle Poppet</li></ul></li><li>○ Design Requirements (Client Specified)</li></ul></li></ul>	EGR 120

	<ul style="list-style-type: none"> <li>○ Customer Requirements</li> <li>○ House of Quality</li> <li>○ Q&amp;A</li> </ul>	
<b>8:00pm</b>	<b>Project Understanding Discussion</b> <ul style="list-style-type: none"> <li>● Understanding Honeywell's current reference pressure regulator</li> <li>● Pressure/force balance</li> <li>● Understanding schematic provided by Honeywell</li> </ul>	

**Table 2 - Tasks Assigned**

<b>Tasks</b>	<b>Person Assigned</b>	<b>Due Date</b>	<b>Date Complete</b>
Practice presentation slides.			
Research existing reference pressure regulator technologies.		10/01/2017	
<i>Complete shop safety training. Must be done on a weekday at 9:30am. Contact Kellan Rothfus for more information.</i>	<i>Jordan Loos Bill McGinn Alex Rustaey Yi Tong Zhang</i>	<i>Spring 2018</i>	
<i>Complete Advanced Shop Training (following the completion of shop safety training). Available every other weekend beginning 9/9 &amp; 9/10. Contact Kellan Rothfus for more information.</i>	<i>Jordan Loos Bill McGinn Alex Rustaey Yi Tong Zhang</i>	<i>Spring 2018</i>	

**Next formal meeting: Tuesday, 3 October 2017, Engineering Bldg. (#69), Room 323 at 3:00 PM (client meeting)**