MEETING MINUTES

# Topic: Openwind Presentation

## Wednesday, October 16, 2019

## 5:30 pm– 7:00 pm

**Minutes recorded by \_Rachel Watanabe\_\_\_\_\_\_**\_\_\_\_\_\_\_\_\_\_\_

**Meeting called by** **Rachel Watanabe**

**Attendees: Rachel Watanabe, Toren Schurb, and Jayne Sandoval (Jayne and Rachel meet-up and hour earlier)**

**Please bring:** Laptops/device to access online team docs; information to help fill out the presentation slides; bring in finished slides you were assigned

**Table 1. Record of meeting.**

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| --- | --- | --- |
| 5:30 pm to 6:30 pm | **Work on Progress Report**   * Discussion led by Rachel Watanabe * Everyone worked on their individual assigned sections | EGR MEP Room |
| 6:30 pm to end | **Meet with Professor Willy**   * Discussion led by Rachel Watanabe * Showed and discussed the changes that were made to the decision matrix for site evaluation * got the okay from Professor Willy on our decision matrix * still, need to get GIS files for top sites in order to get the full version of Openwind | EGR MEP Room |

**Table 2. Tasks Assigned.**

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| --- | --- | --- | --- |
| **Task** | **Person Assigned** | **Due Date** | **Date Complete** |
| Look into what the comparable wind farms are doing in terms of wildlife | Jayne | Original:  9/25/19  Extended:  10/20/19 |  |
| Work on Progress Report (Presentation 1 info) | Everyone | Original:  9/27/19  Extended:  10/18/19 |  |
| Work on Progress Report (Second half of the report) | Everyone | Original:  10/11/19  Extended:  10/18/19 |  |
| Work on Presentation 2 | Everyone | Original:  10/4/19  Extended:  10/7/19 | 10/7/19 |
| Practice for Presentation 2 | Everyone | 10/7/19 | 10/6/19 |
| Concept Generations for micro siting | Everyone | 10/2/19 | 10/2/19 |
| Create Openwind Presentation for Energy Club | Everyone | 10/14/19 | 10/15/19 |
| Start grabbing data files for team to use in Openwind  (at least know where the team can get the files) | Jayne | Orignal:  10/14/19  Extended:  10/23/19 |  |

**Next formal meeting: 10/18/19, South Starbucks, at 12:00 pm.**