**Team**: Alaska Power Systems

**Team Member**: Laura Rackley(EE), Boyuan Xie(EE), Hu-Kung Chen(ChemE),Yao-Yang Hsieh(ChemE), Abhineet Nigam(ChemE)

**Previous Meeting Items**:

| Item | Description | Status |
| --- | --- | --- |
| 1 | Create Sketch | Done |
| 2 | Create outline Mini Project | Done |
| 3 | Create team outline | Done |
| 4 | Get data and scripts from sponsor | Done |
| 5 | Create project | Done |
| 6 | Assign tasks to Team members | Done |

Still need to clarify about the NDA assignment.

**Biweekly Meeting Items:**

| Item | Description | Owner | Target Date | Status | Comment |
| --- | --- | --- | --- | --- | --- |
| 1 | PSSe software training meeting with sponsors | Laura, Boyuan and Sponsors | Feb 15th | In progress | Lab 1 and 2 of Mini project must be completed by Training date. |
| 2 | Windmil training after 1 week of data review with sponsors | Laura, Boyuan and Sponsors | March 1st | In progress | This training will begin after PSSe training |
| 3 | Brainstorming session with sponsors about the uniqueness of Alaskan grid and power characteristics | Team | Feb 16th | In progress | This should help team develop synthetic grid |
| 4 | Professor Beck invited in our Team meeting | Team | Feb 18th | In progress | Touch base and get Professor Becks input on Timeline and Objectives |
| 5 | Team meeting to check progress | Team | Feb 18th | In progress | Touch Base |
| 6 | Project plan | Team | Feb 20th | In progress | Correct the timeline and milestones with comments from sponsors and adding more details |

**Overall project concept:**

The end goal for this project is to create a synthetic network for Alaska’s “Railbelt” Electric power system, the network should include both transmission and distribution models.

**Timeline:**

See attached Timeline.

**Problem and challenges:**

1: Completed standing up the team. Aggressive pace with mini project and continuing that pace with catching up on documentation.

2: Making sure there is enough data for the data team to do the analysis. If there is not enough data, then pulling geographic data to complete the data needed for the project.

**Requests for TAs:**

1: Clarification on NDA assignment.

2: Clarification on project plan deadlines

3:: Regular guidance and support.