

Attendance

- Team Meeting with Don - 2/4/2020 @1pm, KEC
 - Andrew Victor
 - Ramrio Cabrera
 - Matt Shilling
- Weekly Team Meeting - 2/4/2020 @4pm, KEC
 - Andrew Victor
 - Ramrio Cabrera
 - Matt Shilling
- Weekly Client/CS Team Meeting - 2/5/2020 @8am, KEC
 - Andrew Victor
 - Ramiro Cabrera
 - Matt Shilling

Unknowns/Risks

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Hours This Week

	Total Hours	Hours w/ Team	Hours Helping
Andrew Victor	8	3	
Ramiro Cabrera	7	3	
Matt Shilling	8	3	

Tasks from This Week

Andrew Victor

- Meeting with Don @ team, 1 hour
- Met with team, 2 hours
- Updated engineering requirements, 2 hours
- Updated RIR Report, 3 hours

Matt Shilling

- Meeting with Don @ team, 1 hour
- Met with team, 2 hours
- Updated engineering requirements, 2 hours
- Updated RIR Report, 3 hours

Ramiro Cabrera

- Meeting with Don and ECE Team, 1 hour
- ECE team meeting, 2 hours
- Updated engineering requirements, 2 hours
- Finished Final RIR, 2 hours

Highs:

- Don gave us some good feedback and clarity as to how to approach the challenges we've faced.

Lows:

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Tasks for Next Week

Andrew Victor

- Prepare blocks for all block checkoff, 6-8 hours
- Meet with team, 2-3 hours
- Meet with client, 1 hour
- Re-update engineering requirements, 1 hour
- Block validations, 3 hours

Matt Shilling

- Prepare blocks for all block checkoff, 6-8 hours
- Meet with team, 2-3 hours
- Meet with client, 1 hour
- Re-update engineering requirements, 1 hour
- Block validations, 3 hours

Ramiro Cabrera

- Prepare for all block check off
- Meet with ece team, 2-3 hours
- Meet with client, 1 hour