

## Group 5

### MEETING AGENDA

Meeting Time: 10:00 AM	Location: ASB 10803, SFU	Date: 2019/05/16
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Meeting called by	Jeffery
Kind of Meeting	Project Topic Selection
Facilitator	Jeffery
Note Taker	Jerry
Time Management	N/A
Attendees:	Keith, Scott, Ryne, Jeffery, Jerry

### Topics

Time	Discussion Topic	Presenter	Deadline
10:00 AM	Project topic discussion	All	
11:00 AM	Integral Group project Discussion	Jeffery	
11:30 AM	Weekend Task planning	All	
12:00 PM	Requirement Planning	All	

#### Notes:

Meet with Andrew at 9:30 AM before meeting to discuss 4 main idea topic

## MEETING MINUTES

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Agenda Item: Project idea decision

Presenter: All

Discussion:

1. **Keycard emergency beacon** vs. Modem vs. EOS (Group in favor of **beacon** idea)
2. Contacted Integral group for details on project
3. Modification/ Refinement to beacon keycard idea
  - a. Triggers by fire alarm/lockdown
  - b. Pings every 30s
  - c. Four device types
    - i. Triangulation relay (deployable)
    - ii. Processing hub
    - iii. Tablet for emergency service
    - iv. Keycards for each employee

Conclusion:

Jeffery to contact Integral group to set up meeting and get a brief overview of the project

Group to come up with System level design/requirements for keycard beacon before next meeting

Action Items	Person Responsible	Deadline
Idea Decision	All	May 21st, 2019
Contact Integral group for meeting	Jeffery	May 17th, 2019
Integral Group Meeting (1:30 - 5pm)	All	May 21st, 2019
System Overview/Project name	All	May 21st, 2019

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