**ERE & EL Meeting Minutes**

**Date:** October 24, 2016

**Time:** 11:00 am

**Location:** ESE Year 3 room

**Purpose:** Planning for week ending October 28, 2016

### Attendees/Invitees

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Present** | **Contact** | **Capacity** |
| Kevin | **✓** | [khartwig8282@conestogac.on.ca](mailto:khartwig8282@conestogac.on.ca) |  |
| Ovi | **✓** | [oofrim1347@conestogac.on.ca](mailto:oofrim1347@conestogac.on.ca) |  |
| James | **✓** | [jsonnenberg6500c@conestogac.on.ca](mailto:jsonnenberg6500c@conestogac.on.ca) |  |

**Agenda**

1. Are everyone’s individual portions ready for integration this week?
2. Review milestones and prepare for debrief

**Discussion**

1. Everyone is ready for integration. James can successfully send commands over RS-232 to the Pi
2. James will implement Ovi’s Wi-Fi code into his raspberry Pi program

**Action Items**

| **Item** | **Action Item** | **Date Added** | **Assigned To** | **Date and time Due** |
| --- | --- | --- | --- | --- |
| 1 | Integrate Ovi’s Wi-Fi communication code into James’ Pi program | October 23, 2016 | *James* | October 28 |

**Follow Up Meeting** will be held on the 28th of October, 2016.