

## Agenda for Meeting #1

1/17/22

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1. Discuss the current status of project: 5 minutes
    - a. Focus on feedback given by Professor Schafer
    - b. Ensure all group members are on the same page
  2. Present Design Review Zero: 15 minutes
  3. Discuss next steps: 10 minutes
    - a. Discuss action items and goals for the following week
      - i. Focus on items with long lead times
    - b. Resolve any outstanding questions regarding design choices, action items, etc.