

University of Ontario Institute of Technology

**SYNERGISTICS SOLUTIONS
ONTARIO HYDRO PROBLEM SOLVING DIVISION**

“We CANDU what others CANNOT!”

AGENDA

Friday, November 5, 2004

5:00 – 5:30 p.m.

Room UB2080

- I. Call to Order**
- II. Introductory Remarks**
- III. Old Business**
 - a) Review of designation of tasks**
 - b) Discussion of new team name**
 - c) Discussion of new website**
- IV. Brief update by each team member**
- V. Discussion of Upcoming Deadlines**
- VI. Proposal for next Meeting**
- VII. Questions and Recommendations**
- VIII. Consensus to adjourn**

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MINUTES

Friday, November 5, 2004

Members Present: Ross E. Lewis (Manager), Stavros Corbett (Asst. Manager),
Ali Andrew, Leo Fortey, Jennifer Suddard, Bruno Torcia

I. Call to Order

II. Introductory Remarks

Ross E. Lewis briefly remarked on the successful progression of the problem solving project by all team members, as evidenced by the input of documentation that has been received to date.

III. Old Business

a) Review of designation of tasks

The division of each team member's task(s), as set out in an e-mail dated October 28, 2004 and in a subsequent e-mail dated October 29, 2004, by Ross E. Lewis, Manager, was reviewed and confirmed by all group members.

b) Discussion of new team name

It was agreed by a majority vote that the new team name would be “Synergistics Solutions – Ontario Hydro Problem Solving Division” and the motto would be “We CANDU what others CANNOT”.

c) Discussion of new website

The website (http://ca.geocities.com/uoit_psgp/) was discussed and agreed upon by all team members as the official website for Synergistics Solutions – Ontario Hydro Problem Solving Division.

IV. Brief update by each team member

Drafts of team members' documentation were presented to Ross E. Lewis, who then e-mailed them to all team members, for their perusal and approval.

V. Discussion of Upcoming Deadlines

It was reiterated that the upcoming deadlines for the submission of the Meeting Minutes is Wednesday, November 10, 2004 and for the submission of the Completed Problem Solving Project is Wednesday, November 24, 2004.

VI. Proposal for next Meeting

It was agreed by all members to meet in the Library on Sunday, November 7, 2004.

VII. Questions and Recommendations

It was agreed that all team members would bring with them to the next meeting, their questions and all of their documentation relating to their individual task(s). Assistance, if required, would be available at that time.

VIII. Consensus to adjourn at 5:30 p.m.