

University of Ontario Institute of Technology

**SYNERGISTICS SOLUTIONS
ONTARIO HYDRO PROBLEM SOLVING DIVISION**

“We CANDU what others CANNOT!”

AGENDA

Tuesday, November 23, 2004

12:00 – 3:30 p.m.

Library (3rd Floor)

- I. Call to Order**
- II. Questions and Recommendations**
- III. Completion of all documentation**
- IV. Final check that all requirements of project have been met**
- V. Compilation of all documentation**
- VI. Consensus to adjourn final meeting**

University of Ontario Institute of Technology

**SYNERGISTICS SOLUTIONS
ONTARIO HYDRO PROBLEM SOLVING DIVISION**

“We CANDU what others CANNOT!”

MINUTES

Tuesday, November 23, 2004

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

I. Call to Order

II. Questions and Recommendations

Ross E. Lewis, Manager, led a question and answer session.

One recommendation was made, concerning use of video in media pack.

III. Completion of all documentation

Any outstanding documentation was completed by team members.

IV. Final check that all requirements of project have been met

Determination by all team members that all requirements of project have been met and complied with.

Group collaborated on service plan and produced Gantt Chart for tube examinations.

V. Compilation of all documentation

All documentation was put in order to be handed in on project due date -
Wednesday, November 24th, 2004.

Pre-submission proof-reading set for 6 pm of the 23rd.

VI. Consensus to adjourn final meeting at 3:30 p.m.