

1. General Meeting Minutes

Date: **21.-22.02.2018**

Location: **Bartenbach GmbH, Rinner Straße 14, 6071 Aldrans (Austria)**

Objectives:	<ol style="list-style-type: none">1. Welcome2. Administrative aspects (proposal changes, deliverables)3. Results of questionnaire distribution (end user's requirements)4. Planning future activities (product design, usability and accessibility evaluation, field trials)
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Participants: Apollis (Elena Vanzo, Hermann Atz), Santa Lucia Foundation (Nerisa Banaj), CNR (Fabio Paternò, Carmen Santoro, Marco Manca), ANA Aslan (Mircea Marzan), Ideable (Iñaki Bartolome), Bartenbach (Lisa-Marie Neier, Wilfried Pohl)

Day 1 – Wednesday 21 February 2018

1. Update – changes in proposal:

Change in target group from demented elderlies to MCI patients need to be explained to EU.

Exit of synthema and reallocation of tasks between partners is now o.k. for Italian ministry.

2. Experiences of questionnaire distribution:

All partners presented their proceedings of questionnaire distribution or focus groups (ANA, SLF). → see presentations dropbox.

3. Results of questionnaires/ Evaluation of end user's requirements:

Apollis presented the preliminary results of filled-in questionnaires. Detailed description of the results with graphs will be described in Deliverable 1.1 and 1.2.

4. Technology & product design:

CNR presented different possibilities of usage of the PETAL-platform, and how it can be connected with sensors and lights. The platform is public available. Feedback for accessibility and usability of all partners is welcome. For the project a priority list between rules would be important e.g. medical emergencies always priority 1.

5. Visit to Bartenbach Lightworld

Day 2 –Thursday 22 February 2018

1. Administrative aspects: deliverables

D1.1, D1.2 and D5.2 have to be provided until end of Feb. Proceeding (who writes what) has been determined. All partners contribute to D1.1 and D1.2 (see drafts of deliverables in dropbox). CNR will provide a draft for D5.2, all partners will check the draft.

2. Planning for field trials:

Technological set up should be designed in March/April. BART presented first considerations of lighting concept.

Recruitment criteria:

For the recruitment of volunteers it is important to ask for the layout of the homes in advance. We want to address MCI patients living alone (if

possible) in small flats with a minimal knowledge of technology and internet access (or if not, we will put internet there). Consortium need to decide if we want to have 4 flats twice times or 2x2 flats one time.

Material:

For the field trials the consortium need to buy: tablets, smartwatches, sensors, lights (GREAT-luminaire?, other lights). CNR can build cases for the sensors via 3D-printer → eases installation (plug and play).

Budget:

CNR will check if there is a budget for the volunteers to be paid.

Informed Consent:

Participants need to subscribe their participation with an Informed Consent. Also for the ethical commissions Informed Consents are needed. BART can provide an English draft of previous studies. SLF will check necessary requirements for ethical commission in Italy, ANA in Romania, Ideable in Spain and BART in Austria.

3. Open points:

PETAL-Logo:

Ideable presented suggestions for a PETAL-Logo. First one was preferred by all partners. BART suggested to implement some “Light” to the logo e.g. light strays around the logo. Ideable will provide an adapted version to the consortium.

Technology – emotion detection:

Ideable presented technological possibility for emotion detection, that can be used for the project, e.g. rule: if user is angry, change to cosy light.

For movement detection of a person a beacon sensor could be useful (in combination with a worn smartphone or smartwatch)

4. Conclusion, future plans, To-Do`s:

The consortium need to think about a technical concept for the field trials (which sensors, which lights, how to integrate), check for ethical requirements before starting the field tials and plan the study design.

Deliverables at the end of the year need to describe the technological architecture and the integration of lighting systems into rule-creator (platform).

To-Do`s:

Task	Responsible	Date of deliverable
D1.1 and D1.2	All partners: each partner for agreed section, all partners doublecheck language and content	End of Feb
D5.2	CNR provide draft. All partners doublecheck.	End of Feb
Upload draft of Informed Consent to dropbox	BART	End of Feb
Upload presentations of General Meeting to dropbox	All partners	End of Feb
Start to think about technological concept	All technical partners	March/April
Adaption of Logo	Ideable	Next General Meeting
Check requirements for ethic commission	SLF (Italy), Ideable (Spain), ANA (Romania), BART (Austria)	Next General Meeting
Start enduser acquise	All partners	Next General Meeting