

Asset Coverage Expansion Planning – Meeting Outline

1. Welcome & Objectives (5 min)

- Recap purpose of meeting: Identify uncovered assets, assess monitoring needs, and plan for scalable deployment.
 - Reaffirm shared goal: improving reliability, reducing unplanned downtime, and aligning with maintenance windows.
-

2. Current Deployment Recap (5–10 min)

- Review current monitored assets (location, asset type, node count).
- Discuss what's working well with existing setup.
- Note any early wins (alerts, maintenance improvements, time savings).

Questions to Ask:

- What assets are currently covered?
 - Have we seen any value or avoided downtime since deployment?
-

3. Identify Coverage Gaps (10–15 min)

- Walk through each system/line/process.
- Pinpoint critical assets not yet monitored.
- Determine any blind spots in maintenance visibility.

Key Prompts:

- Are there any high-value motors, pumps, conveyors, fans, etc. that aren't currently being monitored?
 - Which assets are most prone to failure, hard to access, or expensive to replace?
-

4. Prioritize Assets for Expansion (10–15 min)

- Prioritize uncovered assets by risk, failure history, or criticality.
- Consider maintenance windows or seasonal constraints.
- Note accessibility for sensor install (e.g. elevated, enclosed, remote).

Framework:

-  **High Priority** – Critical assets with downtime risk
 -  **Medium Priority** – Moderate value or redundancy available
 -  **Low Priority** – Non-critical or easy to manually inspect
-

5. Technology + Infrastructure Check (5–10 min)

- Confirm gateway capacity & signal strength in new areas.
- Verify Wi-Fi/LTE connectivity or control system integration needs.

Ask:

- Do any new areas require an additional gateway or antenna?
 - Are any assets outside existing network or signal range?
-

6. Build the Expansion Roadmap (10 min)

- Define short-term (next 4–8 weeks), mid-term, and long-term goals.
- Determine target assets, quantities, and timeline by phase.
- Align with budget cycles and purchasing approvals.

Deliverable:

- Create a 3-phase plan:
 - **Phase 1 (Immediate):** Add X nodes to cover pumps/conveyors
 - **Phase 2 (Next Quarter):** Expand to Y assets in packaging/fill lines
 - **Phase 3 (Future):** Full site coverage or multi-site rollout
-

7. Wrap-Up & Next Steps (5 min)

- Summarize agreed-upon coverage gaps and roadmap.
- Assign owners for internal approvals, install planning, and data review cadence.
- Schedule follow-up meeting or check-in.