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Subject: Minutes on the Pre-Kick-off-Meeting

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Date: 14-15 October, 2024

Place: Riga, Latvia

**Kick-off meeting**  
**14-15 October, 2024**  
**Riga, Latvia**  
*Minutes*

**Objectives:**

- presentation of the project, its structure, workpackages, tasks and partners;
- review of the EC demands in respect with the project ;
- establishing of the Consortium Council targeted to management, administration and decision making for the project;
- development of the financial provision scheme and Coordinator-Person in Charge bilateral cooperation;
- development of the detailed tasks of the project, its flows and actions on the coming period.

**Activities:**

- are presented by the attached Agenda (see please the Annex I) of the meeting; the Agenda had been discussed in advance by the Persons in Charge (via Internet) and finally had been approved at the meeting start.

**Participants:**

The following persons had attended the meeting:

**from RTU:**

Mr. Jurijs Dehtjars (Project Coordinator, Person in charge),  
Mr. Marks Gorohovs (Project administrator),  
Ms. Līga Gaile (Dean of RTU Faculty of Civil and Mechanical Engineering),  
Mr. Artis Kromanis (director of the Mechanical and Biomedical Engineering Institute);

**from TUCN:**

Mr. Razvan Pacurar (Person in charge),

**from PUT:**

Mr. Filip Górski (Person in charge),

**from UPCT:**

Mr. Joaquin Roca-Gonzalez (Person in charge),

Mr. Isidro Ibarra-Berrocal;

**from NIS:**

Mr. Nikola Korunović,  
Mr. Aleksandar Miltenović;

**from UNIPU:**

Mr. Sven Maričić (Person in charge);

**from Materialise NV:**

Mr. Radu Popa (Person in charge);

**from ViscoTec GmbH:**

Mr. Raphael Lichtnecker (Person in charge);

Authorized person: Mr. Nikola Korunović had been authorized by Mr. Nikola Vitković from NIS to represent himself.

### **Synopsis**

A kick-off meeting for the BIOMEDIX project took place in Riga, Latvia, on October 14-15, 2024, during the RTU International Teaching Week. This allowed to deliver lectures to the RTU students, to increase impact of the project and announce planned activities to attract students. Representatives from all participating partner institutions attended in person, including: Mr. Jurijs Dehtjars (Project Coordinator, Person in Charge), Mr. Marks Gorohovs (Project Administrator) from RTU; Mr. Razvan Pacurar (Person in Charge) from TUCN; Mr. Filip Górski (Person in Charge) from PUT; Mr. Joaquin Roca-Gonzalez (Person in Charge) and Mr. Isidro Ibarra-Berrocal from UPCT; Mr. Nikola Korunović, Mr. Aleksandar Miltenović from NIS; Mr. Sven Maričić (Person in charge) from UNIPU; Mr. Radu Popa (Person in charge) from Materialise NV; Mr. Raphael Lichtnecker (Person in charge) from ViscoTec GmbH.

The Kick-off –Meeting had been brought into *Consortium meeting* and *Lecturing* sessions (see please the Annex I).

On the morning of the 14<sup>th</sup> of October 2 lectures were delivered:

Mr. Razvan Pacurar from TUCN had delivered lecture “Best practices of 3D printing for bio and medical applications”. Number of attendees – 36

Mr. Joaquin Roca-Gonzalez from UPCT had delivered lecture “Digital technologies for biomedical product development”. Number of attendees – 39

Lectures were followed by the *Consortium meeting* that took place at the conference room on Azenes street 6, Riga.

The Dean of RTU Faculty of Civil and Mechanical Engineering of RTU, Ms. Līga Gaile and director of the Mechanical and Biomedical Engineering Institute, Mr. Artis

Kromanis, had delivered the opening address and presented the Coordinating organization.

The representatives of the partners had introduced themselves, their institutions, and supplied information on their role in the project. The following participants had contributed: Mr. Razvan Pacurar from TUCN; Mr. Filip Górski from PUT; Mr. Joaquin Roca-Gonzalez from UPCT; Mr. Nikola Korunović, Mr. Aleksandar Miltenović from NIS; Mr. Sven Maričić from UNIPU; Mr. Radu Popa from Materialise NV; Mr. Raphael Lichtnecker from ViscoTec GmbH.

The participants had established the Consortium Council and approved (signed) its Constitution.

Mr. Razvan Pacurar presented the project's main ideas, background and objectives.

Mr. Marks Gorohovs presented the specific tasks of the project for each partner, provided timetable and lists of expected results according to each activity.

During both days Mr. Jurijs Dehtjars focused the participants on discussions of the management, administration, and decision-making processes within the project. The result of the discussions are provided lower, in section “Results of discussions on the formal Consortium meeting”

The *Consortium meeting* for the first day, 14<sup>th</sup> October, had become over before lunch.

After lunch, *Lecturing* session continued, with 3 lectures were delivered:

Mr. Raphael Lichtnecker from ViscoTec GmbH had delivered lecture “3D (Bio-) printing with liquids”. Number of attendees – 39.

Mr. Sven Maričić from UNIPU had delivered lecture “Advanced CAD modelling for additive manufacturing applications”. Number of attendees – 43.

Mr. Filip Górski from PUT had delivered lecture “Enhancing Medical Practice: Selected Cases of 3D Printing and Mixed Reality for Anatomically Personalized Devices”. Number of attendees – 32.

After the *Lecturing* session ended, the partners participated in guided tour around Old Riga and attended the dinner at Restaurant “Ala Pagrabs”, 19 Peldu str, where had non-formal face-to-face discussions to get more details from each other.

The following day, 15<sup>th</sup> October 2024 continued with *Consortium meeting*.

Mr. Marks Gorohovs presented the dates, activities to be done and indicators to be achieved before the interim report, possible issues and solutions were discussed.

**Results** of discussions on the formal *Consortium meeting* – Following decisions were made:

Organization of monthly calls to keep track of the implementation of the project. Last Friday of each month CET 14:00 (starting from 29th of November) via MS Teams.

Mr. Razvan Pacurar proposed to organize two Transnational Project Meetings at UNIPU, Croatia, 1 month before interim and final reports.

Mr. Filip Górski proposed the creation of cloud storage (50GB) internally on PUT server with access for all the participants. Mr. Isidro Ibarra-Berrocal proposed the creation of the guidelines for structuring the stored data.

Decision-making for upcoming activities are decided to be done via Doodle polls created by the hosting partner with proposed dates. The date for the next face-to-face meeting “WP2 Strategy Workshop” at Poznan, Poland were decided to be 18th November 2024.

The dissemination of results will be done via BIOMEDIX website (to be made by RTU) and LinkedIn page. Mr. Razvan Pacurar has presented the temporary logo of the BIOMEDIX project. Templates for presentations, reports and certificates to be made by RTU and provided to partners.

Mr. Filip Górski, Mr. Jurijs Dehtjars, Mr. Razvan Pacurar and Mr. Aleksandar Miltenović proposed several journals/special issues for publication of the project results. The list for all dissemination possibilities and candidates for participations in activities decided to be made and shared with all consortium partners.

The formal *Consortium meeting* was concluded.

The Consortium meeting then was followed by the visit to the lab facilities of the Mechanical and Biomedical Engineering Institute. The tour around the facilities was conducted by Mr. Yuri Dekhtyar, Mr. Alexei Katashev, Mr. Uldis Berzins.

After lunch, *Lecturing* session continued, with 2 lectures were delivered:

Mr. Radu Popa, Mr. Arsham Makaryan (Remote) from Materialise NV had delivered lecture “Personalized surgical planning using Mimics software”. Number of attendees – 39.

Mr. Nikola Korunović from NIS had delivered lecture “Implant design optimization at the Faculty of Mechanical Engineering in Nis”. Number of attendees – 29.

After lectures, Mr. Jurijs Dehtjars conducted free-form summary discussion on partnership for the needs of the project and cooperation behind it.

Project Coordinator:

Mr. Yuri Dekhtyar

**Annex I**

**Kick-off meeting  
14-15 October, 2024  
Riga, Latvia**

**Agenda and time table****14 October**

<b>Time</b>	<b>Event</b>	<b>Location</b>
8:15-9:00	Best practices of 3D printing for bio and medical applications. – Prof Razvan Pacurar, Technical University of Cluj-Napoca, Romania	Zun 8, 109
9:05-9:50	Digital technologies for biomedical product development – Prof. Joaquín Francisco Roca González, Universidad Politécnica de Cartagena, Spain	Zun 8, 109
10:00-13:30	Consortium meeting	Āzenes str 6, meeting point – entrance, 9:45
10:00-10:15	Welcome address: Vice-rector for education Prof Elina Gaile-Sarkane; Dean Prof. Liga Gaile, Head of the institute. Asoc Prof. Artis Kromanis	
10:15-10:55	Introduction of the partners (5 min each). <i>Moderator Prof. Yuri Dekhtyar</i>	
10:55-11:10	Discussion and approval of the project Consortium Constitution. <i>Moderator Prof. Yuri Dekhtyar</i>	
11:10-12:00	Aim, tasks and schedule of the project. <i>Moderator Prof. Yuri Dekhtyar. Presenter Prof. Razvan Pacurar, MSc Marks Gorohovs</i>	
12:00-13:30	Specific tasks for the project partners. <i>Moderator Prof. Yuri Dekhtyar. Presenter MSc Marks Gorohovs</i>	
13:30-14:30	Lunch	RTU student restaurant
14:30-15:15	3D (Bio-) printing with liquids. – MSc. Raphael Lichtnecker, ViscoTec Pumpen- u. Dosiertechnik GmbH, Germany	K6B, 318
15:20-16:05	Advanced CAD modelling for additive manufacturing applications. – Prof Sven Maričić, Sveučilište Jurja Dobrile u Puli, Croatia	K6B, 318
16:30-17:15	Enhancing Medical Practice: Selected Cases of 3D Printing and Mixed Reality for Anatomically Personalized Devices. – Prof Filip GÓRSKI, POLITECHNIKA POZNANSKA, Poland	K6B, 313
18:00-19:00	Walking tour, old Riga	The meeting point: the front of the Bank of Latvia central entrance, 2A Krisjana

		<b>Valdemara str.</b>
<b>19:00-21:00</b>	<b>Country-style beer restaurant</b>	<b>Restaurant “Ala Pagrabs”, 19 Peldu str</b>

## 15 October

<b>Time</b>	<b>Event</b>	<b>Location</b>
<b>9:00-10:30</b>	<b>Consortium meeting</b>	<b>Āzenes str 6, meeting point – entrance, 8:45</b>
9:00-10:30	Discussion of the planned project issues till midterm. <i>Moderator Prof. Yuri Dekhtyar. Presenter MSc Marks Gorohovs</i>	
<b>10:30-11:30</b>	<b>Visit to the lab facilities.</b> <i>Prof. Yuri Dekhtyar, Prof Alexei Katashev, PhD Uldis Berzins</i>	
<b>11:30-12:30</b>	<b>Lunch</b>	<b>RTU student restaurant</b>
<b>12:30-13:15</b>	<b>Personalized surgical planning using Mimics software. – Dr Arsham Makaryan, Radu Popa, MATERIALISE NV, Belgium</b>	<b>K6B, 318</b>
<b>13:20-14:05</b>	<b>Implant design optimization at the Faculty of Mechanical Engineering in Nis. – Prof Aleksandar Miltenovic, University of Nis, Serbia</b>	<b>K6B, 318</b>
<b>14:05-16:00</b>	<b>Partnership for the needs of the project and cooperation behind it. Free mode discussion.</b> <i>Moderator Prof. Yuri Dekhtyar.</i>	<b>K6B, 312</b>