### Date:

01/21/2019

#### Attendance

- Our Team:
  - o Blake, Cole, Kevin, Lee, Nick
- Other:
  - o Ben

# **Questions going into the meeting**

• No specific question, but want to discuss the plan for this semester

## **Overview on what was Discussed**

Discussed the status of the project

## Discussion

- We will be having an in person meeting tomorrow at 2pm
  - o Room TBD Cole will reserve a space
- Went over changes that have been made since last meeting
  - The backend code was changed a bit, currently integrating it with the frontend
  - We need to have a better plan moving forward and progress needs to be noticable
- We had multiple merge requests from last semester, we are currently debug issues that arose due to this mass merger of multiple requests
- Kevin's python environment should be fixed now
  - Will make progress with powerbi this week
  - Will have functional example set up
- We need to demo the system to stakeholders next week
  - Need UI framework setup
  - PowerBI integrated
  - Basic functionality working
- New meeting protocols
  - RASIC and Update slides will be updated no later than 12pm noon before the
    4:15pm meeting
  - Meeting will be an hour, roughly 30min with stakeholders, 30min technical
  - We will start to demo the progress and project each time with the stakeholders
    - Will need a lot of the functionality working from this point on
    - Stakeholders will provide feedback on each feature we add