**Group Meeting Minutes**

Date: 31/05/2024

Time: 10:00pm – 11:00pm

Location: Online – Microsoft Teams

Scribe: Nguyen Cuong Nhat

Attendees:

* QAI client/mentor: Nguyen Vo Thanh Khang
* Team members: Nguyen Cuong Nhat, Vuong Khang Minh, Nguyen Dang Duc Anh, Nguyen Ha Huy Hoang, Nguyen Dang Khanh Toan

# **Minutes Details**

## **Agenda/Goals/Questions:**

1. Reviewed and finalized the problem statement and project goals.
2. Completed literature review on object detection techniques.
3. Discussed privacy and ethical implications of video surveillance.
4. Identified key research challenges in compliance monitoring.

**Answers:**

1. Ensured all team members were aligned on project goals.
2. Compiled a comprehensive report on object detection.
3. Outlined privacy and ethical concerns to address in the project.

## **Actions:**

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| --- | --- | --- | --- | --- |
| **No.** | **Action** | **Who?** | **Due** | **Done** |
| 1 | Compile a report on state-of-the-art techniques. | Research Team | Week 5 | No |
| 2 | Define specific compliance rules to be monitored. | All | Week 5 | No |
| 3 | Determine camera placement and coverage requirements. | All | Week 5 | No |