**Details**

| Date/Time | Apr 11th |
|---|---|
| Location | Zoom |
| Project Name | Can Global Machine Learning Models Improve the Accuracy of Small Area Age-Sex Population Forecasts |
| Subject | Data Science Project Pt1 MAST90106 |
| Attendees | Haitong Gao, Yuexin Li, Eric Luanzon, Meijun Yue, Chi Zhang |
| Facilitator | Chi Zhang |

**Minutes**

| Agenda topic | Main Points, Conclusions, Discussions, Decisions, Next Steps |
|---|---|
| Data | Showing the group data with one stage of hierarchical model |
| Model | Introducing our basic thinking about the simple hierarchical model |
| Remainder | Showing and improving the method we used to deal with invalid data |
| Report | Figure out what is included in our report |

**Action Items**

| Description | Assigned To | Due Date |
|---|---|---|
| ARIMA, ARIOMA, Presentation & Report Draft | Chi Zhang | Apr 14th |
| LSTM | Yuexin Li | Apr 14th |
| Theta | Meijun Yue , Eric Luanzon | Apr 14th |
| Hierarchical Model | Haitong Gao | Apr 14th |

**Next Meeting Agenda Topics**

| Topic | Presenter |
|---|---|
| Weekly work checking (half-way) | Chi Zhang |
| Weekly work presenting and further action | All member |

**Next Meeting**

| Date | Apr 14th |
|---|---|
| Time | 5:00pm~6:00pm |
| Location | Zoom |
| Owner/Scheduler | Chi Zhang |