

# **Meeting Minutes**

## **PROJECT: AI-DRIVEN OPTIMIZATION OF OTC MEDICINE VENDING MACHINES IN LATVIA**

**Student Names:** Sanita Šulca, Vita Maurite, Mostafa Salem, Toufic Jandah, Joanns Engels

**Study Group:** 4403MDA

**Study Program:** Data Analytics and AI

**Meeting Number:** 4

**Location:** MS Teams

**Date, time:** 15.10.2025, 18:30

**Meeting Type:**  Online     In-person     Hybrid

**Duration:** 45 minutes

### **1. Agenda / Purpose of the Meeting**

- Review first draft of proposal
- Discuss initial research and scope boundaries

### **2. Summary of Discussion**

The proposal has been finalised.

Scope decisions:

- Decided: OTC medicines only (no prescription required), applicable for adult and kids' categories, with chatbot guidance.
- Decided to include 4 OTC groups: Anti-inflammatory / Pain relief; Cold / Cough / Allergy; Dermatology / Antiseptic; Digestive / Oral care
- Not allowed: prescriptions, diagnosis
- Team agreed to prototype: 50 vending machines and 50 medicine items.
- One medicine from each category per purchase within 24 hours (maximum 5, one from each category)
- Vita will begin collecting data.
- Sanita will review the legal and ethics part.