

Date: May 3, 2021

Subject: Initial Project Kick-off

Attendees:

- **MDS Team:** Nathan Smith, Mitch Harris, Ryan Koenig
- **UDL Team:** Jiachen Wei, Mohammad Pourmeydani, Natasha Mattson, Ibrahim El-chami

Agenda:

1 – Introductions

Mike Kennedy unable to make the meeting. Jiachen Wei is leading the buildings project, Mohammad the traffic project, Natasha and Ibrahim the natural assets project.

2 – Potential Project

There are three potential projects that can be completed: buildings, traffic, and natural assets. An overview of each project was presented by UDL and the MDS team needs to select a project. UDL will provide the presentation slides.

3 – General Q&A and Next Steps

Due to the tight proposal time, the project (buildings/traffic/natural assets) needs to be selected today and a subsequent meeting should be scheduled mid-week to discuss the project. The MDS team will provide the final draft proposal to UDL by Thursday (May 6) end-of-day for any comments UDL has on Friday (May 7). The proposal is due to UBC on Sunday May 9.

The MDS team objectives are to work on a project that includes streaming data, data analysis, and visualization. Basically, a full life-cycle project.

Schedule:

- Proposal due to UBC Sunday May 9th
 - MDS Team to provide Final Draft to UDL Thursday May 6th

Recent Progress:

- N/A

Next Steps:

- MDS Team to select project (today)
- Setup meeting with UDL mid-week to discuss project selected in more detail
- Complete proposal
- Start understanding project background