**Meeting Notes from the Client Meeting**

Project Name: Environment Justice

Client’s Name: Dr. Chunrong Jia

Meeting Time: Feb 9, 2024, 11.00am – 11.30am

Topic: Project Strategy & Database

Group member: Alissa Martini, Baldwin Edwards, Jiaqi (Jackie) Xu

Recorder: Baldwin Edwards & Jiaqi (Jackie) Xu

Meeting Notes:

In the meeting, we reviewed the project goals, talked about Project Strategy, discussed the detail of criterion of the keyword (pollution terms and location) selection, online news platform selection, API/Web crawler/scarper using in the project, and the demo of interface.

1. Based on the Project Strategy, keywords database is important and first step to go with, and the following is refining stander to look into the keywords database set up for the project:

1) Pollution terms key words: client prefers to keep the key word vocabularies in the public understanding/knowledge better than limited in the very professional filed.

2) Location key words: State TN only, and client would like to be focus on cities names and duplicate city names would be accepted, counties names move after cities name as optional. Meanwhile, low-income cities in TN are not priority in this project.

2. The platforms of online news should avoid global and national website since they’re too broad, local new channel (such as Memphis in Yahoo) would be preferred since the final project is targeted towards the public (layman’s terms).

3. API tool is good to use if it’s under several hundred dollars budget. Meanwhile, the team will check on web crawler/scarper, and compared the benefit of both methods.

4. Approved demo of interface. The idea of pointing to a location, regardless of how broad, automatically, seems to be an interest.

The team is moving to narrow the terms’ keywords (to public knowledge instead of professional filed), list TN cities tree, collection local news channel as database part, comparing API/web crawler+scraper using, construct the demo of whole dashboard (UX) using.