OpenMinds - meeting minutes

|  |  |
| --- | --- |
| Location: | Discord (Online) |
| Date: | 6th October 2019 |
| Time: | 09:00pm |
| Attendees:  Absent: | Andrew B, Carmen W, Adrianna M.  Asron B, Lachlan S, Sean M. |

# Agenda items

1. Review psychologist questions element of the group project idea with ADA.
2. Discuss any further topics any group member would like to address.

Discusion Notes

The group reviewed the psychologist questions for the group project idea prepared by ADA - the questions were approved with only minor adjustments.

The group briefly discussed the Burning Glass Data/Group Required Skill set and what is entailed in this element of the group project.

| Action items | Owner(s) | Deadline | Status |
| --- | --- | --- | --- |
| Minutes | Carmen W | 07/10/19 | Complete |
| Group Website Blueprint | Lachlan S | 02/10/19 | Complete |
| Set Agenda Items for next meeting | Group | 06/10/19 | Complete |
| Next Meeting Scheduled | Group | 08/10/19 | Set |
| Team Profile - Sections 2, 3 | Aaron | 8/10/19 | In progress |
| Team Profile - Sections 2, 3 | Andrew B | 08/10/19 | In progress |
| Team Profile - Sections 2, 3 | Carmen W | 02/10/19 | Complete |
| Team Profile - Sections 2, 3 | Lachlan S | 08/10/19 | In progress |
| Team Profile - Sections 2, 3 | Sean M | 08/10/19 | In progress |
| Team Profile - Sections 2, 3 | ADA | 08/10/19 | In progress |
| Interview Questions | Carmen W | 03/10/19 | Complete |
| Group Mission Statement | Carmen W | 28/09/19 | Complete |
| Group Project Idea Selection | Group | 05/10/19 | Complete |
| Post Aus Burning Data Links for ADA | Sean M | 06/10/19 | Complete |
| Psychologist Questions | ADA | 06/10/19 | In Progress |
| Group Required Skill Set & Burning Data Analysis | ADA | 09/10/19 | In progress |
| First Draft Completion | Group | 10/10/19 | In progress |