

# Weekly Meeting Minutes

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**Date:** 11/22/2024

**Time:** 3:00 pm

**Location:** Teams

**Attendees:** James Fenimore and Morgan Krueger

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## 1. Agenda Items:

- Code overview
  - Identify issues
  - Establish new goals and adjust timeline if needed
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## 2. Discussion Points:

- **Code Overview:**
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  - **Team Roles and Responsibilities:**
    - Morgan: Work on extracted csv file in python, adding a waiting line.
    - James: Lead, working on the average waiting time.
  - **Timeline and Milestones:**
    - Initial code overview and implementation: 11/21/2024
    - Testing of the simulation: 11/24/2024
    - First round of testing results: 11/29/2024
    - Completion of the first draft report: 12/02/2024
    - Overview of final report: 12/04/2024
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## 3. Action Items:

Action Item	Responsible Peron	Due Date
Set up the project repository and initial codebase	Morgan	11/17/2024
Design the multiple threads with CS implementation	James	11/24/2024
Implement Poisson distribution for arrival	Morgan	11/24/2024

Add waiting line and link to rejection rate	Morgan	11/24/2024
Add the average waiting time	James	11/25/2024
Prepare a draft of the simulation plan	Morgan	11/28/2024
Prepare draft of report	James	11/30/2024
Final overview	Both	12/04/2024

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#### 4. Next Meeting:

- **Date: 11/24/2024 • Time: 6:00 pm • Location: Teams**
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#### 5. Additional Notes: