SMT201 Group 5

Meeting Minutes  
18 October 2023

**Opening**  
Meeting was called to order at 1400hrs on 18 October 2023 in SMU SOE/SCIS1 Meeting Room 4-3 by Seah Chi Hao.

**Present**  
Seah Chi Hao  
Lim Zi Yuan Wilfred  
Kam Tin Seong, Professor

**Absent**  
Marcus Tan

**Approval of Agenda**The agenda was unanimously approved as distributed.

**Approval of Minutes**The minutes of the previous meeting were unanimously approved as distributed.

**Business from the Previous Meeting**  
Deciding on Project Theme:  
Everyone shared opinions on each theme and added individual research done to the compiled list.  
Everyone unanimously agreed on Theme 2 keeping Theme 1 in view, as we are able to incorporate Theme 1 to help us with better analysis for Theme 2. The use of remote sensing data to see if our analysis of the accessibility of evacuation and medical centre before the flood is reflected in the actual event of the flood.

Deciding on data needed:  
We have some data previously and we decided that we might need more data, but we are researching more about what data is possible for us to consider. Mainly looking at more satellite data.

**New Business**  
Shared methodology with Prof (1500hrs):  
Chi Hao shared our team’s chosen theme as well as methodology with Prof. Prof clarified some doubts and gave some suggestions, but ultimately concluded that our approach is feasible.

Finalising of methodology:  
With input and insights given by Prof, we decided to finalise on our methodology. Marcus have doubts about adding elevation findings into our methodology. The team decided to not reject the idea and keep it in view for now.

**Additions to the Agenda**  
Quick recap:  
Chi Hao suggested that the team revisit the chosen project theme’s research due to having 2 weeks of hiatus on project, before consult with Prof.

Do up GIS analysis by next meeting:  
Chi Hao suggested that we do up a rough GIS analysis, using QGIS, based off our methodology so that we can have something to work with. Chi Hao volunteered to do so as Marcus is using macOS and might encounter issue when working with QGIS. After which we unanimously agreed that we should all get our hands on doing the analysis on GIS analysis independently and share our findings, to ensure reproducibility of our methodology and update our methodology accordingly on areas of deviation.

**Agenda for Next Meeting**  
Finish up draft of GIS analysis:  
Each member to do up GIS analysis independently.

Discuss findings and compare deviation (if any):  
Dissuss findings of individual GIS analysis.

More research into Derna Flood:  
Research more for better analysis.

**Adjournment**  
Meeting was adjourned at 1500hrs by Seah Chi Hao. The next meeting will be on 20 October 2023, 1500hrs at SMU Connexion Meeting Pod 4-4.

**Minutes submitted by:** Seah Chi Hao

**Approved by:** All members