SMT201 Group 5

Meeting Minutes  
08 November 2023

**Opening**  
Meeting was called on 08 November 2023 at 2000hrs over Telegram chat/call by Seah Chi Hao.

**Present**  
Seah Chi Hao  
Lim Zi Yuan Wilfred  
Marcus Tan

**Absent**  
*None*

**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**  
Finalise Poster:  
Finalise poster and analysis for submission.

Include tabular data in Poster:  
Chi Hao suggested including tabular data to better visualise the drop in accessibility caused by the flood. The team unanimously agreed.

Include satellite imagery:  
Wilfred suggested including satellite imagery to show the real damaged caused by the flood and further back our analysis with real pictures of damage. The team unanimously agreed.

**New Business**  
Finalise Poster:  
Finalise poster and analysis for submission.

Debate on area for medical accessibility analysis:  
Wilfred suggested analysing the same area as evacuation accessibility for medical accessibility analysis. Chi Hao suggested that analysis of a different area should be picked for a more well-rounded overall analysis. After some debating, the team decided to go with Chi Hao’s suggestion as following Wilfred’s initial suggestion would give the impression that only the bridges at the north of Derna City being destroyed affected the emergency accessibility of Derna City when it is the collapsed of all the bridges that caused a huge reduce in accessibility.

Submitted Poster:   
We vetted through the final poster and submitted the poster on eLearn at 2221hrs.

**Additions to the Agenda***None*

**Agenda for Next Meeting**  
Splitting of task:  
The team spilt task for efficiency and getting artifacts ready before townhall presentation. Chi Hao would be in-charge of the project site and QGIS map, Wilfred and Marcus would be co-in-charge of documentation, report and analysis as well as literature review and references used throughout the project.

**Adjournment**  
Meeting was adjourned at 2230hrs by Seah Chi Hao. The next meeting will be decided later.

**Minutes submitted by:** Seah Chi Hao

**Approved by:** All members