

Daily Scrum Meeting Minutes:

Attendees: Monisha Kummari, Gabriel Xirinachs, Chloe Lindsay, Maria Vega Gonzalez, Jabbar Morla

Start time: 3:05 PM

End time: 4:05 PM

Monisha Kummari:

- How many hours did I work since the last meeting?
 - 3 hours
- What was done since the last scrum meeting?
 - Finalized the project problem statement, objectives, and success metrics. Verified that evaluation metrics (precision, recall, ROC-AUC) align with fraud detection goals and documented acceptance criteria.
- What is planned to be done until the next scrum meeting?
 - Share finalized success metrics with the team and assist with validating Logistic Regression results against these criteria.
- What are the hurdles?
 - Ensuring that success metrics remain meaningful given strong class imbalance and real-world fraud detection constraints.

Gabriel Xirinachs:

- How many hours did I work since the last meeting?
 - 3 hours
- What was done since the last scrum meeting?
 - Reviewed feature engineering outputs and coordinated integration of engineered features with both models. Began organizing model comparison structure.
- What is planned to be done until the next scrum meeting?
 - Support final feature set validation and help consolidate comparison results for Logistic Regression and Random Forest models.
- What are the hurdles?
 - Ensuring feature transformations remain consistent across models during evaluation.

Chloe Lindsay:

- How many hours did I work since the last meeting?
 - 3 hours
- What was done since the last scrum meeting?
 - Completed training and evaluation of the baseline Logistic Regression model and reviewed performance metrics under class imbalance.
- What is planned to be done until the next scrum meeting?

- Prepare visualizations and written summaries explaining baseline model performance for reporting.
- What are the hurdles?
 - Communicating model limitations clearly without oversimplifying results.

Maria Vega Gonzalez:

- How many hours did I work since the last meeting?
 - 3 hours
- What was done since the last scrum meeting?
 - Finalized preprocessing pipeline, including class imbalance handling and feature scaling, and validated readiness for modeling.
- What is planned to be done until the next scrum meeting?
 - Provide finalized preprocessing documentation and support any adjustments needed during model comparison.
- What are the hurdles?
 - Confirming preprocessing choices do not introduce unintended bias into model results.

Jabbar Morla:

- How many hours did I work since the last meeting?
 - 3 hours
- What was done since the last scrum meeting?
 - Completed Random Forest training and evaluated performance metrics relative to the baseline model.
- What is planned to be done until the next scrum meeting?
 - Refine model comparison results and assist in selecting the primary model based on agreed success metrics.
- What are the hurdles?
 - Balancing performance gains with model complexity and interpretability.