

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?
 - Shared finalized success metrics with the team and reviewed Logistic Regression results against acceptance criteria. Helped identify gaps related to class imbalance impact.
- What is planned to be done until the next scrum meeting?
 - Support refinement of evaluation methodology and assist in preparing final performance justification for the selected model.
- What are the hurdles?
 - Aligning technical metrics with stakeholder expectations while accounting for 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?
 - Validated final feature set and ensured consistent preprocessing across Logistic Regression and Random Forest models. Consolidated initial model comparison results.
- What is planned to be done until the next scrum meeting?
 - Finalize comparative analysis and help integrate results into the project report and presentation materials.
- What are the hurdles?
 - Managing minor discrepancies in feature behavior between models during final evaluations.

Chloe Lindsay:

- How many hours did I work since the last meeting?
 - 3 hours
- What was done since the last scrum meeting?
 - Created performance visualizations for the baseline model and drafted written summaries explaining results and limitations.
- What is planned to be done until the next scrum meeting?

- Refine visualizations based on feedback and help incorporate findings into the final report.
- What are the hurdles?
 - Ensuring visualizations remain clear and accessible to non-technical stakeholders.

Maria Vega Gonzalez:

- How many hours did I work since the last meeting?
 - 3 hours
- What was done since the last scrum meeting?
 - Completed preprocessing documentation and reviewed pipeline performance during model comparison. Supported minor adjustments to scaling and imbalance handling.
- What is planned to be done until the next scrum meeting?
 - Assist with final pipeline validation and contribute to technical documentation for submission.
- What are the hurdles?
 - Verifying that last-minute adjustments do not affect model stability.

Jabbar Morla:

- How many hours did I work since the last meeting?
 - 3 hours
- What was done since the last scrum meeting?
 - Refined Random Forest results and collaborated with the team on final model selection using agreed success metrics.
- What is planned to be done until the next scrum meeting?
 - Support final model recommendation and help prepare justification for model choice.
- What are the hurdles?
 - Balancing strong performance with interpretability for reporting purposes.