

<p><b>1. FOLLOW-UP ON ACTION ITEMS</b></p> <p>a. Review notes and action items from previous meeting (see attachment 2)</p>	<p><b>5 min</b></p>
<p><b>2. COVID-END BASELINE PROJECT</b></p> <p>a. Discuss any updates to coding, thematic analysis, and potential next steps</p> <ul style="list-style-type: none"> <li>• It would be beneficial to have the baseline study out in time for the Global Commission to Address Societal Challenges</li> <li>• Updates include: <ul style="list-style-type: none"> <li>○ The case base matrix has been built, which involves creating a case for each organization and then creating the variables coming from the website analysis and converting that into different variables</li> <li>○ <b>ACTION:</b> Bring the matrix forward to the next smaller group (focused on analysis) meeting to discuss and receive feedback</li> <li>○ Critical to meet regularly between present date and August to allow working group input into the analysis</li> </ul> </li> </ul> <p>b. Discuss future follow-up study</p> <ul style="list-style-type: none"> <li>• Planning stages for follow-up study will need to begin soon, including the need for resources (e.g., research staff and/or volunteers to conduct study)</li> <li>• Will require another social network analysis and the methodology will be similar to the baseline study, however certain themes emerging from the baseline qualitative study may be picked up and investigated further in the follow-up study</li> </ul>	<p><b>20 min</b></p>
<p><b>3. ANY OTHER BUSINESS</b></p> <p>a. Discuss updates to Jean-Louis Denis' study of communities of practice</p> <ul style="list-style-type: none"> <li>• Abstract accepted at a symposium on COVID challenges and changes in care provision</li> <li>• Work in July for the symposium is generating first-order of every descriptive narrative of the COVID-END development, to be followed up by connecting with some researchers on uncertainty knowledge and knowledge base network</li> <li>• Parallel to this work (described above) is mapping three frameworks on COVID-END</li> </ul> <p>b. Review and decide on next meeting dates:</p> <p>i. 23 June</p>	<p><b>10 min</b></p>

<ul style="list-style-type: none"><li>ii. 7 July – <b>ACTION:</b> Safa to send out Doodle poll for the following dates: 7 July, 14 July and 21 July as upcoming dates for smaller working group to run through baseline study matrix and analysis</li><li>iii. 28 July – <b>ACTION:</b> Amena and Tiago to present the baseline study’s matrix and analysis to the working group prior to 29 July partners meeting, and Jean-Louis can present his study to the working group (prior to presenting to partners at a September meeting)</li><li>iv. Working group decided that it would be beneficial to present the work so far from the baseline study at the Thursday 29 July’s partner meeting</li></ul>	
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