

Meeting of steering committee
Agenda* for 2 February 2021

(*this agenda is attachment 1 in the meeting package)

0. Review action items from last meeting and today's agenda	<ul style="list-style-type: none"> Action items from last meeting - see attachment 2 Other agenda items for today? 	10 min
STANDING ITEMS	Topic (change to 'Notes and actions' in action items doc)	
A) Activity streams		
1. New or updated syntheses		
<ul style="list-style-type: none"> Intake and prioritization <i>(includes intake for living docs)</i> 	<ul style="list-style-type: none"> Five requests to date: <ol style="list-style-type: none"> vaccine roll-out - accepted, completed LEP 1.1, finalizing LEP 1.2 drug treatments – responded with referrals - see attachment 3 vaccination in asymptomatic LTC residents - accepted, completed REP 25 vaccine effects on transmission – responded with status of existing living evidence syntheses (see attachment 4) and further discussion pending (see action 2 below) supporting vaccine uptake among health workers – responded with referrals and documentation pending and further discussion pending (see agenda item 2 above) 	5 min
<ul style="list-style-type: none"> Rapid evidence profiles (REPs) 	<ul style="list-style-type: none"> See request 3 above 	
<ul style="list-style-type: none"> Rapid evidence syntheses (RSs) 	<ul style="list-style-type: none"> 	
<ul style="list-style-type: none"> Plain language summaries <i>(includes summaries for living documents below)</i> 	<ul style="list-style-type: none"> 	
2. Living evidence syntheses		
<ul style="list-style-type: none"> Living evidence profiles 	<ul style="list-style-type: none"> See request 1 above 	
<ul style="list-style-type: none"> Living evidence syntheses 	<ul style="list-style-type: none"> 	
<ul style="list-style-type: none"> Other 	<ul style="list-style-type: none"> Provisional plan for living behavioural sciences document to support vaccine uptake (next steps and COVID-END's role as clearinghouse, disseminator or more) 	10 min
3. Inventory of 'best evidence syntheses'		
<ul style="list-style-type: none"> Status 	<ul style="list-style-type: none"> 	
<ul style="list-style-type: none"> Searchable database 	<ul style="list-style-type: none"> 	
<ul style="list-style-type: none"> Inventory spotlights 	<ul style="list-style-type: none"> Update: First global spotlight done - see attachment 5 URL formatting being tested 	5 min
4. Evidence-demand coordination		
<ul style="list-style-type: none"> Canadian Public Health Network (SAC and TAC) 	<ul style="list-style-type: none"> Update on plan for SAC presentation 	1 min
<ul style="list-style-type: none"> Other PHAC (Chief Science Officer, CPTG) 	<ul style="list-style-type: none"> 	
<ul style="list-style-type: none"> Other federal government 	<ul style="list-style-type: none"> 	
<ul style="list-style-type: none"> Provincial and territorial governments 	<ul style="list-style-type: none"> 	
<ul style="list-style-type: none"> Tracking 	<ul style="list-style-type: none"> See action 1 above 	
<ul style="list-style-type: none"> Webinars (and presentations) 	<ul style="list-style-type: none"> 	
5. Horizon scanning		
<ul style="list-style-type: none"> Adjustments to existing process 	<ul style="list-style-type: none"> 	
<ul style="list-style-type: none"> Canadian panel membership 	<ul style="list-style-type: none"> 	
6. Evidence-supply coordination		

• Evidence-synthesis teams	• All teams have been approached about sharing evidence syntheses prepared since 1 December and then sharing new questions and syntheses going forward	2 min
• Canadian synthesis spotlights	• Planning for monthly (or twice monthly) domestic inventory spotlights underway	2 min
• Dissemination vehicles	•	
B) Cross-cutting		
1. Citizen partnership	• Planning and recruitment underway	
2. Indigenous peoples engagement	• FYI (and for your files): engagement plan submitted to CIHR – see attachment 6	1 min
3. Website and communications	•	
4. Measuring impact	•	
OTHER BUSINESS / ARISING ISSUES		
1. Round table: relevant initiatives	• Brief updates about other relevant initiatives underway in Canada	5 min
2. Upcoming meetings	• Collaborators meeting Thursday 4 February	2 min
3. Training webinars	• As agreed with CO-PIs; planning two webinars: <ul style="list-style-type: none"> ○ One with the ES teams - Andrea to lead; <ul style="list-style-type: none"> ▪ Tuesday 16 Feb, 1-2 pm or ▪ Wednesday 17 Feb, 2-3 pm or 3-4 pm ○ One with patient partners - Maureen/FP to lead, Andrea to co-present <ul style="list-style-type: none"> ▪ week of 25-29 February 	3 min
4. Other business	• Other business - TBD	5 min
5. Next meeting	• Tuesday 2 March 2021, 11 am EST	

Steering committee members

Role category	Name	Role	Organization
Representatives of evidence-synthesis teams based in government	Trevor Corneil	Senior Medial Advisor, COVID-19 Pandemic Response, Government of BC	BC CDC and Ministry of Health
	Anne Hayes	Director, Research, Analysis and Evaluation Branch (RAEB)	Ontario Ministry of Health
	Andrea Proctor <i>(delegate for Anne)</i>	Manager, Evidence Synthesis Unit, RAEB	Ontario Ministry of Health
	Denis Roy	Vice-président, Stratégie, Institut national d'excellence en santé et en services sociaux	INESSSS
Representatives of KT/intermediary initiatives	Maureen Dobbins	Scientific Director	National Collaborating Centres for Methods and Tools (NCCMT)
	Margo Greenwood	Academic Leader	National Collaborating Centre for Indigenous Health
Citizen leaders	Maureen Smith	Chair	Cochrane Consumer Network Executive
	One other person		
Representatives of major professional bodies	Doris Grinspun	Chief Executive Officer	Registered Nurses' Association of Ontario
	Owen Adams	Senior Advisor to the CEO	Canadian Medical Association
Representatives of policymakers/leaders	Marina Salvadori	Senior Medical Advisor, Clinical Lead COVID-19	Public Health Agency of Canada
	Braden Manns	Associate Chief Medical Officer	Alberta Health Services
	Gaynor Watson-Creed	Deputy Chief Medical Officer of Health, Nova Scotia Health Authority	Nova Scotia Department of Health and Wellness
Co-principal applicants	John Lavis	Co-Lead, COVID-END and Director, McMaster Health Forum	COVID-END, McMaster Health Forum RISE
	Andrea Tricco	Director, Knowledge Synthesis Team in the Knowledge Translation Program, Li Ka Shing Knowledge Institute of St. Michael's Hospital	SPOR-EA
	Nancy Santesso	Deputy Director	Cochrane Canada
	Jeremy Grimshaw	Co-Lead, COVID-END, and Senior Scientist, Clinical Epidemiology Program, Ottawa Hospital Research Institute (OHRI)	COVID-END, OHRI RISE
Ex-officio members	Alfonso Iorio	Chair, Department of Health Research Methods, Evidence & Impact and Director, Health Information Research Unit	COVID+, McMaster University
	Ileana Ciurea	Senior Advisor, Strategy, Collaborations and Innovation	COVID-END, McMaster Health Forum RISE