1. INTRODUCTIONS

   a. David welcomed two new collaborators (see attachment 2)
      i. Lusiba Pastan and Julia Apio from the Centre for Rapid Evidence Synthesis, Makerere University

2. FOLLOW UP ON ACTION ITEMS

   a. David pointed partners to three pre-circulated documents
      i. Partner notes from June 11th (see attachment 3)
      ii. Co-chairs meeting notes from June 16th (see attachment 4)
      iii. Follow-up on action items (see attachment 5)

3. COVID-END NETWORK UPDATES

   a. David noted the proposal to adjust the summer meeting schedule so that there are no partner or co-chair meetings during the following weeks:
      i. June 29th - July 3rd
      ii. August 3rd – August 7th
      iii. August 31st - September 4th

4. PRESENTATION FROM PACKAGING GROUP

   a. Ben Heaven-Taylor reviewed the working group’s terms of reference and described how the group has prepared both principles and resources for evidence packing, which have now been posted on the COVID-END website (https://www.mcmasterforum.org/networks/covid-end/resources-to-support-decision-makers/evidence-packaging-resources) and for which feedback is welcomed from partners
   b. A few partners (Per and Maureen) suggested considering potential synergies between the Packaging working groups and other working groups, which could include collaborating on:
      i. How best to package information for providers and health-system leaders in ways that harness digital innovations like EBMonFHIR and take a rapid-learning health system lens like ACTS (in partnership with the Digitizing and Recommending working groups and building on initiatives like the process and impact evaluations of Australia’s living guidelines, which Sally offered to brief partners about in future if there’s interest)
      ii. How best to package information for policymakers in ways that reflect their own preferences and their experiences with the approaches currently being used, which
could be a research study in its own right (in partnership with the Engaging working group that is involved in the horizon scanning work)

c. Simon noted that the group should consider adding Cochrane’s guidance on disseminating evidence from reviews (https://www.cochrane.org/news/launch-cochrane-dissemination-checklist-and-guidance)

d. Sandy challenged the group to consider how to package ‘timely’ syntheses most helpfully, which could include labeling them in terms of when in the lifetime of a pandemic they might be useful (if there are reproducible patterns in evidence need)

e. ACTION: Secretariat to consider next steps for addressing points bi and bii and to reflect further on point d

f. ACTION: Packaging working group to include the additional Cochrane resource

g. ACTION: Partners to send additional feedback on the evidence-packaging principles and resources to covid-end@mcmaster.ca

5. UPDATES FROM OTHER WORKING GROUPS

a. David noted that the Synthesizing working group has now posted their resources for researchers (https://www.mcmasterforum.org/networks/covid-end/resources-for-researchers), which can be navigated using both the menu and the interactive flow diagram

b. John noted that the resources will be particularly helpful for the many ‘new entrants’ to the field of evidence synthesis for COVID-19

c. Per noted that the Recommending working group could prepare something similar for guidelines

d. ACTION: Recommending working group to consider preparing content for webpages about guidelines

e. ACTION: Partners to send additional feedback on the evidence-synthesis resources to covid-end@mcmaster.ca

6. UPDATES ON CROSS-PARTNER INITIATIVES AND INITIATIVES OF INTEREST TO PARTNERS

a. Nichole Taske alerted partners to work arising from NICE (UK)

i. NICE-NIHR Evidence Guide for COVID-19 Medicines. This now includes a new section on prevention studies and further practical information on data sources and study registration/reporting.

ii. NICE Diagnostic Assessment Programme: DAP’s Evidence Standards Framework for COVID-19 Diagnostic Tests

7. ANY OTHER BUSINESS

a. John provided an update about the Secretariat’s new process for efficiently handling input provided to working groups: COVID-END has created a dedicated email address (covid-end@mcmaster.ca) and Newman (an MPH student working with Jeremy) and
Safa (from the COVID-END Secretariat) will be monitoring this email 'box' and preparing periodic summaries for the three working groups with ‘currently open’ requests for feedback:

i. Engaging working group is broadening COVID-END’s engagement beyond current partners and working group members to the fuller array of organizations working in the space, and we've provisionally called this bigger group the COVID-END Community

ii. Synthesizing working group is asking for feedback on the ‘resources for researchers’ webpages and PDF

iii. Packaging working group is asking for feedback on the webpage about principles and resources for evidence packaging

b. Maureen noted that she and Laurenz would be following up with those individuals who were listed as the contact for one or more of the networks through which they can reach many more groups that may be interested in joining the COVID-END Community