1. INTRODUCTIONS
   a. Welcoming new working group members
      i. Kamga Emmanuel Berinyuy, Effective Basic Services (eBASE) Africa, Cameroon
      ii. Per-Olav Vandvik, MAGIC Evidence Ecosystem Foundation, Norway
      iii. Sandy Oliver, EPPI-Centre, UK
      iv. Jennifer Yost, Villanova University, USA
   
2. FOLLOW-UP ON ACTION ITEMS
   a. An agreed upon inclusion/exclusion criteria of evidence groups
   b. Mapping groups (inward facing) to identify duplication
   c. Developing an email list for communication (outward facing)
   
3. DISCUSSION ON MEMBERSHIP
   a. Horizon scanning scope and identifying horizon scanning organizations for invitation to working group
   b. Evidence synthesis and/or guideline groups?
   c. Members with a communication background?
   d. Achieving geographic, linguistic and target audience diversity
   
4. ANY OTHER BUSINESS
   a. Setting a concrete date/time and frequency for future meetings