## 1. FOLLOW-UP ON ACTION ITEMS

   a. Review previous notes and action items from meeting on August 25th (see attachment 2)

## 2. UPDATE ON MEMBERSHIP AND ENGAGEMENT

   a. Latest numbers (see attachment 3)
   b. Update from Janine

## 3. SEQUENCE OF CONFIRMED TOPICS

   a. Week of August 31: Evidence 2020
   b. Week of September 7: Open-access principles for synthesis publications (facilitator: Tamara Lotfi)
   c. Week of September 14: Living reviews and how to disseminate and support the use of COVID-19 reviews (facilitators: Jennifer Yost and Maureen Dobbins)

## 4. SEQUENCE OF FUTURE TOPICS

   a. Suggestions for new topics/ideas for future weeks:
      i. Time stamping based on date of search (i.e., how to address a fast-moving field) – this could likely best be addressed as part of the same discussion period as critical appraisal (above)
      ii. Difference between expert opinion-based guidance and guidance developed using a robust process
      iii. Rapid Response / review focused discussion (facilitator: Maureen Dobbins)
      iv. Discussion on LMICs paper led by Scoping WG
      v. Challenges (time delays, cost of updating) faced by translation of products into other languages

## 5. WEBINARS FOR THE COVID-END COMMUNITY

   a. Complementing the listserv with webinars targeting the COVID-END community (e.g., the presentation to the EViR webinar, a presentation about the key insights from the LMIC-focused paper)
   b. Frequency: Monthly
   c. Deciding on the first webinars and possible dates
   d. Ideas for topics:
• Priority setting
• Horizon scanning
• Tour of the COVID-END website as well as introduction to the listserv
• Living hub of hubs (either alone or co-branded with GESI) (for October)
• LMIC paper
• Global scene setting – e.g., Steven Hoffman on the UN COVID Recovery Research agenda, Lancet commission
• Planning the next evidence phase for the pandemic (articulating the need for curated, high quality living stock of reviews addressing key questions)
• A guide to COVID research resources for synthesis (we are beginning to map out the content coverage, strengths and weaknesses of the different evidence portals, etc.)
• Working group specific presentation

6. ANY OTHER BUSINESS

5 min