



COVID-END Partners Meeting
Minutes from Zoom call on 23 April 2020
<https://zoom.us/j/6163788736>

1. INTRODUCTIONS

- a. Welcoming new collaborators (see 'participants' attachment)
 - i. Kim Sutherland, NSW Agency for Clinical Innovation
 - ii. Tamara Navarro, McMaster PLUS (which was previously introduced by Alfonso Iorio)

2. FOLLOW-UP ON ACTION ITEMS

- a. See attached notes from the meeting on 20 April 2020

3. RECAP OF THE LAUNCH

- a. Website live
 - i. **ACTION:** All to send in logos if not done already
 - ii. **ACTION:** All to send in evidence sources and updates to their descriptions as the sources involve so we can continue to update the guide to COVID-19 evidence sources
 - iii. **ACTION:** Secretariat to draft and circulate:
 - 1. Continue with plans to replace the images on the site (and continue to be attentive to diversity but also to the seriousness of the situation)
 - 2. A media release that can be adapted by other groups to highlight their own roles and anticipated contributions
 - 3. A newsletter blurb that can also be adapted and used by other groups
- b. Twitter active
 - i. **ACTION:** All to consider re-tweeting from @covid_e_n_d
 - ii. **ACTION:** Secretariat to consider how the Twitter account (and other mechanisms) could be used to engage those involved in priority-setting (i.e., the demand side) and not just those on the supply side
- c. Other
 - i. **ACTION:** Andrea Tricco to post on LinkedIn

4. DISCUSSION ABOUT WORKING GROUP ACTIVITIES

- a. Review of current status of chairs and members
 - i. **All to identify whether they are willing to join a working group for which they're not already listed and, if so, to share their interest with the chair or co-chairs and with Anna Dion (and many already did this in the chat box during the call)**
- b. Working that have met so far (with rest planned or with scheduling in progress)
 - i. Scoping working group (Jeremy)
 - 1. See draft revised terms of reference, including breadth of coverage and principles

- a. All to send in any feedback on this text (which appears in both the meeting attachment with ‘working-groups’ in the title and on the website in the ‘Scoping’ working group tab)
- 2. Future work to focus on membership and broader governance issues
- ii. Engaging working group (Laurenz and Maureen)
 - 1. All to send feedback on the revised terms of reference from this group (which appears in the meeting attachment with ‘working-groups’ in the title)
 - 2. Per to join as a bridge between the Recommending and Engaging working groups and to share dates of upcoming GIN webinars (which will replace the GIN conference that had been planned for Toronto later this year)
 - 3. Secretariat to consider pulling together and profiling tools that can be used by groups grappling with how to appraise the quality of reviews, and particularly the quality of rapid reviews (e.g., EPOC tool, EQUATOR, SUPPORT tools)
- c. Potential quick wins that have proposed
 - i. Listservs
 - 1. COVID-END partners (with the secretariat feeding much of the content and possibly moderating it)
 - 2. Members of groups around the world that are supporting decision-makers (possibly with the Engaging working group feeding much of the content if the co-chairs are open to this as an alternative to an email list, and with a decision to be made about whether it is moderated)
 - a. All to let us know whether they would recommend a particular platform (listserv or LinkedIn for broader communications to avoid people having to sign up for something new; Confluence platform used by ACTS or Slack for working groups)
 - d. Processes to achieve longer-term wins
 - i. Nothing to report yet
 - ii. Secretariat to consider what language works best (e.g., short-, medium- and long-term wins rather than our current ‘quick wins’ and ‘processes to achieve longer-term wins’)

5. ANY OTHER BUSINESS

- a. Beginning interaction with WHO and its network (WHO Evidence Collaborative for COVID-19)
- b. Updates about any new funding applications being prepared
 - i. None provided
- c. Position statements
 - i. Secretariat to consider bringing back to the partners a plan for developing joint policy statements (to jointly promote evidence synthesis as a key pathway to evidence-based decision-making, both in relation to COVID-19 and (looking to the future) to other health disasters and societal issues more generally)