1. FOLLOW-UP ON ACTION ITEMS
   a. Review previous meeting notes and action items (see attachment 2) | 5 min

2. JOINT SYNTHESIZING-RECOMMENDING MEETING
   a. Summary of previous meeting
   b. Next steps in workplan for both groups | 10 min

3. GUIDELINES DOCUMENT
   a. Final discussion | 10 min

4. COVID-END INVENTORY
   a. Discuss the COVID-END inventory and potential linkages to guideline community
      i. Evidence about public health measures – link [here](#)
         o ‘Show/hide columns’ to display additional decision-relevant details including whether it is a living evidence synthesis, what type of synthesis and type of question (e.g. benefits and harms)
      ii. Evidence about clinical management – link [here](#)
      iii. Evidence about health-system arrangements – link [here](#)
      iv. Evidence about economic and social responses – content to be added | 30 min

5. ANY OTHER BUSINESS
   a. Weekly Friday meetings at 9am Eastern till the end of October
   b. Biweekly Friday meetings at 9am Eastern from November till the end of March
   c. No scheduled COVID-END meetings (partners, co-chairs and working groups) for the following weeks:
      i. Week of October 12
      ii. Week of November 16
      iii. Week of December 21
      iv. Week of December 28 | 5 min