1. **INTRODUCTIONS**	**2 min**
a. Welcoming working group members (if applicable)	
2. **FOLLOW-UP ON ACTION ITEMS** a. Revised terms of reference (see attachment 2) • After much discussion there was not consensus on a goal statement • Group liked the framing of the former goal statement as starting from the perspective of the evidence ecosystem but liked the clarity of the second in terms of teasing out role with respect to COVID-END and broader ecosystem **ACTION:** David and Heather will work to refine wording of purpose statement and bring it to the next meeting • Group suggested that it would be helpful for each group to produce a "Goals" statement as this would support evaluation **ACTION:** Heather and Jeremy will bring this suggestion back to the Secretariat and raise at a future co-chairs meeting • Changes to TOR item #5 was discussed • Group preferred the original language with the term "funders" changed to "stakeholders" **ACTION:** Heather to revise ToR item 5 according to feedback	**10 min**
3. **DISCUSSION ON ACTIVITIES** a. Logic model for COVID-END (see attachment 4) • Agreement that this logic model should focus on COVID-END • Group felt that a bigger ecosystem logic model or visual would be important as well so that everyone "gets" the big picture and how things related to one another • Suggestion to add more "pull" framing to the model (right now it reads as "push") • Overall group felt it was shaping up nicely and we should aim for "good enough"	**30 min**

ACTION: Revised draft logic model to be shared with partners on call tomorrow b. Social network analysis (see attachments 5, 6, 7 shared by Heather Husson) - Need to consider how to get this piece of work going - SNA one part of a richer set of data that we want to collect - Try to do a baseline in the next few weeks - What is the target audience of COVID-END – could we do a needs assessment? - Need to be careful about the burden being placed on COVID-END partner organizations in terms of asking for input, etc. - We could explore how partner organizations dramatically switched, almost on a dime, to start to address COVID-19 needs, including reason for need for COVID-END and why the partners saw value in this - Does this need ethics approval? Go for REB that will be most sympathetic for what we are trying to achieve and that will understand the relative risk, frame it as quality improvement and ask for a note/email confirming that we do not need REB or alternatively, that we can get expedited approval - **ACTION:** Jeremy will explore this through Ottawa REB	

4. ENGAGEMENT WITH OTHER GROUPS AND ORGANIZATIONS
 	
a.   Discussing questions brought up by Digitizing working group
    i. What do you see as the biggest blocker to your work right now?
    ii. What is your biggest technical blocker?
 	
- How can digital solutions help us achieve our COVID-END goals of working together better, faster and more efficiently?
- Can digitizing group help with understanding and measuring the outputs from our logic model?
 	
 ACTION: Secretariat to bring these ideas back to digitizing working group
 	
b. Additional suggestions for 'networks' from individual organizations and the names of key primary contacts of each organization (drawn from the Partners call on 14 May 2020), including a discussion on who within COVID-END is best placed to reach out to these groups:
    i. 3IE – contact: Birte Snilsveit
    ii. Agency for Healthcare Research and Quality (AHRQ) Evidence-based Practice Centers – contact: Stephanie Chang (or via Jerry Osheroff)
    iii. Africa Evidence Network, which includes groups like Africa Centre for Evidence, University of Johannesburg and the Centre for Rapid Evidence Synthesis, Makerere University – contact: Ruth Stewart, Africa Centre for Evidence
    iv. Campbell Collaboration – contact: Vivian Welch
    v. Campbell UK and Ireland – contact: Declan Devane
	15 min

vi. Centre for Learning and Evaluation Results – contact: **TBD** vii. Cochrane Geographic Groups, including Cochrane US Network (4 EPCs are members) – contact: Sylvia de Haan viii. Collaboration for Environmental Evidence – contact: Ruth Stewart, Africa Centre for Evidence ix. European Network for Health Technology Assessment (EUnetHTA) – contact: Claudia Wild, Austrian HTA agency x. Evidence Aid – contact: Ben Heaven-Taylor xi. Evidence-Informed Policy Network (EVIPNet) – contacts: John Lavis and Ludovic Reveiz xii. Global Evidence Synthesis Initiative (GESI) – contacts: Tamara Loutfi and Elie Akl xiii. Guidelines International Network (GIN), including its regional sub-networks – contacts: Per-Olav Vandvik and Zachary Munn xiv. Health Technology Assessment International (HTAi) – contact: Lucy Henry, HTAi xv. International Association of Health Technology Assessment Agencies – contact: **TBD** xvi. National Collaborating Centres (Canada) – contact: Maureen Dobbins xvii. Red de Evaluación de Tecnologías en Salud de las Américas (RedETSA) – contact: Ludovic Reveiz xviii. SPOR Support Units (Canada) – contact: Andrea Tricco xix. What Works Centres (UK), which includes groups like Education Endowment Initiative – contacts: Ruth Stewart or Patrick Okwen (for EEI) • Did not discuss **ACTION:** Deferred to next meeting	
ANY OTHER BUSINESS	3 min