



<p>1. INTRODUCTIONS</p> <p><i>a. Welcoming working group members</i></p> <p><i>i. Fred Nalugoda, Rakai Health Sciences Program, Uganda</i></p> <p><i>Fred was welcomed to the group</i></p>	2 min
<p>2. FOLLOW-UP ON ACTION ITEMS</p> <p><i>a. Review previous meeting notes from 26 June (see attachment 2)</i></p> <ul style="list-style-type: none"> • <i>The group reviewed the notes and action items from the last meeting and discussed the status</i> 	5 min
<p>3. COVID-END LOGIC MODEL</p> <p><i>a. Ecosystem graphics for COVID-END logic model (see attachment 3)</i></p> <ul style="list-style-type: none"> • <i>Heather presented a brief overview of the logic model (to bring Fred up to speed) and clarified that the next step is to send the logic model to Declan’s team for some graphic design support</i> • <i>Heather presented the evidence ecosystem graphics collected from working group members to help clarify how COVID-END fits into the broader evidence ecosystem</i> • <i>Working group members liked the ecosystem adapted from David Gough’s work (slide 10), just needs some formatting and polishing up</i> 	10 min
<p>4. COVID-END BASELINE PROJECT PROPOSAL</p> <p><i>a. Updates on interview component and ethics (see attachment 4)</i></p> <p><i>b. Next steps</i></p> <ul style="list-style-type: none"> • <i>Amena provided an update on the status of the proposal and that is now under review with the ethics committee (although happy to continue to receive feedback and will send any updates)</i> • <i>Amena walked the WG through the survey instrument (Appendix 1)</i> • <i>Group discussed the added value of allowing partners to add rows for additional organizations they collaborate with – group felt the survey respondents could add as many other rows as they wanted (so they were in control for the additional survey burden) but also that instructions should include “up to 10 additional organizations” to encourage more consistent responses</i> 	20 min

<ul style="list-style-type: none"> • <i>There was a discussion about whether the survey should explicitly elicit responses related to decision-makers</i> <ul style="list-style-type: none"> ○ <i>While there are pros and cons, the group suggested focusing on the decision makers in the qualitative component and keeping the survey focused on evidence supply/knowledge producers and tying it to the logic model</i> 	
<p>5. ENGAGEMENT WITH DIGITIZING WORKING GROUP</p> <p><i>a. Responses to questions from Digitizing Working Group</i></p> <p><i>i. Is it technologically feasible to track changes in collaboration or activity through RIS files</i></p> <ul style="list-style-type: none"> • <i>David and Elie to connect with Linn and Chris on this inquiry of questioning and further understand Digitizing Working Group's process</i> 	10 min
<p>6. ANY OTHER BUSINESS</p>	3 min