

<p>1. FOLLOW-UP ON ACTION ITEMS</p> <p><i>a. Review notes and action items from August 26th meeting (see attachment 2)</i></p> <ul style="list-style-type: none"> • <i>Previous meeting notes were reviewed and action items were addressed</i> 	<p>5 min</p>
<p>2. COVID-END LOGIC MODEL</p> <p><i>a. Debrief from co-chairs meeting</i></p> <p><i>b. Discuss updated design (see attachment 3)</i></p> <ul style="list-style-type: none"> • <i>The co-chairs meeting generated a good discussion about the evidence ecosystem and the boundaries of COVID-END</i> • <i>Elie, David and Jeremy will continue to present at other Working Groups meetings' agendas to elicit discussion and bring back ideas from the other working groups to the Sustaining group</i> • <i>The discussions will help the Sustaining group consider our wider responsibility, terms of reference, and evaluate and describe COVID-END's role in the evidence ecosystem</i> • <i>In order to build a business case to liaise with funders, we should ask the other working groups for examples of short-term outcomes and long-term influences that are illustrative of success stories to be shared</i> • <i>Therefore, the main asks from the other Working Groups are the following:</i> <ol style="list-style-type: none"> <i>1. Does the logic model make sense from the working group's perspective?</i> <i>2. Does the logic model adequately represent the tasks and terms of reference of the working group?</i> <i>3. Are there any missing elements; work that your working group is doing that cannot easily be located within the model?</i> <i>4. Are there any early indications or examples for the short-term outcomes and long-term influences? If so, can these be packaged as 'success stories', which will help COVID-END's business case and liaising with funders</i> <i>5. From the Sustaining's term of reference on proposing ways to 'mainstream' and enable sustainability over time of emergent systems and methods within existing institutions and processes - asking the working groups for emergent cases whilst discussing the logic model</i> <i>6. Eventually we would like working groups to think beyond COVID. Thinking about the logical model can be a way to start this conversation about any tasks/roles/projects that could continue past COVID-END. This conversation could be about individual groups and also</i> 	<p>20 min</p>

<p><i>about how they all function together (in the logic model) to enable the use of evidence (in evidence ecosystem)</i></p>	
<p>3. COVID-END BASELINE PROJECT</p> <p><i>a. Discuss updates (ethics approval, etc.)</i></p> <ul style="list-style-type: none"> • <i>Web-based survey is completed</i> • <i>Ethics approval has been accepted for the social network analysis and qualitative interviews</i> • <i>Beneficial next step is to develop a project management scheme with the study timeline</i> • <i>Jeremy is hopeful for the following timeline:</i> <ul style="list-style-type: none"> ○ <i>Data collection to be completed by mid-November</i> ○ <i>Data analysis completed by the end of 2020</i> • ACTION: <i>Connect with Amena to ensure that there is an indicative timeline of the baseline study and its various components in order to provide the Sustaining WG update for the upcoming partners meeting on Thursday September 10th</i> • <i>After the social network analysis, the next step will be to pilot the qualitative interview. This can be done with Amena, Heather H and David</i> <p><i>b. Planning for follow-up study</i> <i>Not discussed at this meeting</i></p>	<p>10 min</p>
<p>4. IDENTIFYING NEXT PRIORITIES</p> <p><i>a. Discuss the following two items from terms of reference:</i></p> <p><i>i. Propose ways to ‘mainstream’ and enable sustainability over time of emergent systems and methods within existing institutions and processes</i></p> <ul style="list-style-type: none"> • <i>This can be achieved by asking the Working Groups for emergent cases whilst discussing the logic model</i> • <i>After the baseline study timeline is developed and the logic model is presented and discussed, the next step could be to reflect and think beyond COVID-END and COVID-19 on organizing the evidence ecosystem and its sustainability. For example, what are the governance structures that need to be developed for its sustainability?</i> • ACTION: <i>Early in 2021, to revisit the conversation about sustainability of COVID-END and mechanisms of operationalizing that sustainability</i> • <i>During the logic model discussions with the Working Groups, we could leave them with questions such as whether there is work that they would like to continue developing and sustaining past COVID. ‘Nudge’ the Working</i> 	<p>20 min</p>

<p><i>Groups towards that line of thinking until the Sustaining WG is ready to revisit that conversation</i></p> <p>ii. <i>Liaise with funders to explore how to best position COVID-END as a ‘case’ that demonstrates the value of a more joined-up, collaborative evidence ecosystem and what evidence they would find valuable to help make the case for investment</i></p> <ul style="list-style-type: none"> • <i>There is potential to draw from examples of strong innovations in other sectors and reflect on the strengths and weaknesses of the evidence ecosystem.</i> • <i>Are there other examples of successes or innovations to reflect on?</i> <ul style="list-style-type: none"> ○ <i>There are not a lot of historical success stories in clinical medicine, perhaps the Manhattan Project</i> ○ <i>There current international climate change community</i> ○ <i>Development of a global community for antimicrobial resistance, led by Steven Hoffman</i> ○ <i>Interest in the development of scientific standards</i> 	
<p>5. ANY OTHER BUSINESS</p> <p><i>No other business was raised</i></p>	<p>5 min</p>

Notes on Jean-Louis Denis’ work exploring communities of practice:

- *Performing case-studies in various provinces, although the work is not limited to a Canadian scope*
- *COVID-END will provide as one of the case studies which was presented to Jeremy and John. The study involves 2 levels of analyses:*
- *Exploring the leadership of COVID-END*
- *Exploring the functions of the Working Groups*
- *The case study is intended to explore the uniqueness of COVID-END due to its international expert network and collaboration*
- *Currently, the project has received funding and ethical approval and Jean-Louis’ colleagues are prepared to proceed with the interview stage. This could lead to a documentary analysis and observational interviews with partners and Working Groups.*
- **ACTION:** Jean-Louis to continue working through the details of the protocol and share with Jeremy and John.
- **ACTION:** At the next Sustaining meeting, Jean-Louis to provide an update or a brief presentation of the protocol, its timeline and receive feedback from the group. Group to discuss the ways in which this case study intersects with the baseline project (e.g. learning from insights drawn from the case study analysis and interviews)