



1. INTRODUCTIONS

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2. FOLLOW-UP ON ACTION ITEMS

- a. Notes from last meeting and any additional comments (see attachment 2)*
- b. Resource and tools for evidence synthesis for publication on COVID-END website*
 - *Taryn toured the evidence resource tool on the COVID-END website, highlighting the changes that are still underway. Invited working group members to review and make any suggestions as is a living document that will be updated.*
 - *Resources for on evidence synthesis resources; many need to consider how to also include resources for relevant activities beyond evidence synthesis*

ACTION ITEM: Share link with working group members once resource is finalized on website.

3. ENGAGING WITH WORKING GROUPS AND ORGANIZATIONS

- a. Request for feedback from Packaging working group: suggestions of plain-language summaries of key evidence synthesis terms (e.g. definition of rapid reviews, what does a high AMSTAR rating mean, etc)*
 - *Nikita mentioned ESI is developing some plain language summaries*

4. NEXT ACTIVITIES IN LINE WITH TERMS OF REFERENCE

- a. Recap on COVID-END priorities from Partners meeting (see attachment 3)*
 - *David reviewed the COVID-END priorities, highlighting potential role of Synthesizing group in development of taxonomy of COVID-related decisions*

- *Importance of leading by example in supporting collaboration, not duplicating initiatives already underway. Critical to maintain trust within community and build on existing initiatives in part by involving partners that work in related or similar spaces in early thinking.*
 - *Focus on what COVID-END can do together that all of us wouldn't be able to do on our own*
 - *There are important links between the four areas, for example linking the identification of living systematic reviews to horizon scanning. Also potential role for packaging expertise in linking with taxonomy development in navigating towards most accessible product for different decision-makers*
- b. *Discuss next priorities to address the terms of reference (see attachment 4)*
- i. *Discuss quality appraisal of systematic reviews*
- *In resources tool, currently only included AMSTAR 2*
 - *The group reviewed both AMSTAR 1 (limited to RCT design) and AMSTAR 2 (includes both syntheses both RCT and non-RCT studies) and briefly where they might be differently relevant*
 - *Working group decided to include AMSTAR 1 in the resources tool as another option for quality review*

ACTION ITEM: Share text, link and placement of AMSTAR 1 within resource document to COVID-END webmaster

- *In thinking about added value of COVID-END, Vivian highlighted importance of equity, particularly in rapid evidence syntheses, and ensuring that that equity, diversity and inclusion analysis is not lost in name of timeliness. Possible to put forward principles, include equity analysis as a measure of quality.*
- *The group agreed to discuss this more detail at next week's meeting.*

6. ANY OTHER BUSINESS

- *COVID-END Secretariat proposed adjusting the summer meeting schedule so there are no partner meetings, co-chair meetings or working group meetings scheduled for the following three weeks*
 - *29 June – 3 July*
 - *3-7 August*
 - *31 August – 4 September*
- *Calendar invites (with these blocked out dates in mind) will be shared in the coming weeks*