

(\*this agenda is **attachment 1** in the meeting package)

<b>0. Review action items from last meeting and today's agenda</b>	<ul style="list-style-type: none"> <li>Action items from last meeting - <b>see attachment 2</b></li> <li>Other agenda items for today?</li> </ul>	<b>5 min</b>
<b>STANDING ITEMS</b>	<b>Topic</b> (change to 'Notes and actions' in action items doc)	
<b>A) Activity streams</b>		
<b>1. New or updated syntheses</b>		
<ul style="list-style-type: none"> <li>Intake and prioritization <i>(includes intake for living docs)</i></li> </ul>	<ul style="list-style-type: none"> <li><a href="#">8 requests to date</a>:               <ol style="list-style-type: none"> <li>vaccine roll-out - accepted, completed LEP 1.1, 1.2, 1.3, 1.4</li> <li>drug treatments - responded with referrals (response 2)</li> <li>vaccination in asymptomatic LTC residents - accepted, completed REP 25</li> <li>vaccine effects on transmission - responded with status of existing living evidence syntheses (response 2); see request #6 for additional work</li> <li>viral transmission among vaccinated people – accepted, LES in progress</li> <li>factors affecting health workers' attitudes towards vaccination uptake and strategies – responded with referrals (response 6)</li> <li>variants of concern and their implications – accepted, LES in progress</li> <li>crisis management and renewal in long-term care – accepted, LEP 2.1</li> </ol> </li> </ul>	<b>10 min</b>
<ul style="list-style-type: none"> <li>Rapid evidence profiles (REPs)</li> </ul>	<ul style="list-style-type: none"> <li>See above</li> </ul>	
<ul style="list-style-type: none"> <li>Rapid evidence syntheses (RSs)</li> </ul>	<ul style="list-style-type: none"> <li>See above</li> </ul>	
<ul style="list-style-type: none"> <li>Plain language summaries <i>(includes summaries for living documents below)</i></li> </ul>	<ul style="list-style-type: none"> <li>Process document completed; template completed; currently being tested</li> </ul>	
<b>2. Living evidence syntheses</b>		
<ul style="list-style-type: none"> <li>Living evidence profiles (LEP)</li> </ul>	<ul style="list-style-type: none"> <li>See above</li> </ul>	
<ul style="list-style-type: none"> <li>Living evidence syntheses (LES)</li> </ul>	<ul style="list-style-type: none"> <li>See above</li> </ul>	
<ul style="list-style-type: none"> <li>Other</li> </ul>	<ul style="list-style-type: none"> <li>Living behavioural sciences document to support vaccine uptake</li> </ul>	<b>3 min</b>
<b>3. Inventory of 'best evidence syntheses'</b>		
<ul style="list-style-type: none"> <li>Status</li> </ul>	<ul style="list-style-type: none"> <li>Note greater visibility to four sections and new introductions to each</li> <li>Reduction in noise-to-signal ratio: 5,440 syntheses from high-quality / high-yield sources → 4,188 non-duplicate syntheses → 2,731 decision-relevant syntheses → 339 'best' evidence syntheses</li> </ul>	
<ul style="list-style-type: none"> <li>Searchable database</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>	
<ul style="list-style-type: none"> <li>Inventory spotlights</li> </ul>	<ul style="list-style-type: none"> <li>Canadian and global and domestic spotlights posted on website and disseminated               <ul style="list-style-type: none"> <li><a href="#">Canadian spotlights</a> (1, 2.1, 2.2) – note two rapid syntheses about ivermectin despite living evidence syntheses</li> <li><a href="#">Global spotlights</a> (1, 2.1, 2.2)</li> </ul> </li> <li><a href="#">Subscription model</a> implemented: twice-a-month 'newsletter' to keep current with three types of products: 1) Canadian spotlights; 2) global spotlights; and 3) horizon scans <a href="#">see current issue here: second half of February 2021</a></li> </ul>	<b>5 min</b>
<b>4. Evidence-demand coordination</b>		
<ul style="list-style-type: none"> <li>Canadian Public Health Network (SAC and TAC)</li> </ul>	<ul style="list-style-type: none"> <li>Update on plan for SAC presentation</li> </ul>	<b>1 min</b>
<ul style="list-style-type: none"> <li>Other PHAC (Chief Science Officer, CPTG)</li> </ul>	<ul style="list-style-type: none"> <li>See below (and attachment</li> </ul>	
<ul style="list-style-type: none"> <li>Other federal government</li> </ul>	<ul style="list-style-type: none"> <li>Review revised list of federal contacts - <b>see attachment 3</b></li> </ul>	<b>5 min</b>

• Provincial and territorial governments	• Review revised list of territorial contacts (same attachment 3) and brainstorm about NWT contacts	
• Tracking	• See action 1 above	
• Webinars (and presentations)	• Two webinars completed, one being planned: <ul style="list-style-type: none"> <li>○ By-invitation webinar: training for evidence-synthesis teams, 16 February 2021</li> <li>○ Public webinar public: citizen engagement in evidence synthesis, 23 February 2021</li> <li>○ March (date TBD) (by-invitation) training for citizen partners group</li> </ul>	<b>2 min</b>
<b>5. Horizon scanning</b>		
• Adjustments to existing process	•	
• Canadian panel membership	• Eight members confirmed, recruitment underway - <b>see attachment 4</b>	<b>5 min</b>
<b>6. Evidence-supply coordination</b>		
• Evidence-synthesis teams	• Planning for quarterly meeting	<b>1 min</b>
• Canadian synthesis spotlights	• See section 3	
• Dissemination vehicles	• Dissemination plan completed, and two rounds of communication completed	<b>2 min</b>
<b>B) Cross-cutting</b>		
<b>1. Citizen partnership</b>	• Planning completed • Recruitment underway: formally launched 23 February, deadline to apply is 12 March 2021 • Training program being developed for citizen partners' participation in evidence syntheses	<b>5 min</b>
<b>2. Indigenous peoples engagement</b>	•	
<b>3. Website and communications</b>	• Website overhaul completed - see <a href="#">Resources for Canadians</a> (as well as global sections of website)	
<b>4. Measuring impact</b>	•	
<b>OTHER BUSINESS / ARISING ISSUES</b>		
<b>1. Round table: relevant initiatives</b>	• Brief updates about other relevant initiatives underway in Canada	<b>5 min</b>
<b>2. Upcoming meetings</b>	• Collaborators meeting 1 April 12 pm EST • Next meeting of Steering Committee: provisionally booked for 18 May, and then entering every two months recurrence	<b>2 min</b>
<b>3. Other business</b>	• Other business - TBD	<b>5 min</b>

## Steering committee members

Role category	Name	Role	Organization	Email
Representatives of evidence-synthesis teams based in government	Trevor Corneil	Senior Medial Advisor, COVID-19 Pandemic Response, Government of BC	BC CDC and Ministry of Health	<a href="mailto:trevor.corneil@ubc.ca">trevor.corneil@ubc.ca</a>
	Anne Hayes	Director, Research, Analysis and Evaluation Branch (RAEB)	Ontario Ministry of Health	<a href="mailto:anne.hayes@ontario.ca">anne.hayes@ontario.ca</a>
	Andrea Proctor <i>(delegate for Anne)</i>	Manager, Evidence Synthesis Unit, RAEB	Ontario Ministry of Health	<a href="mailto:andrea.proctor@ontario.ca">andrea.proctor@ontario.ca</a>
	Denis Roy	Vice-président, Stratégie, Institut national d'excellence en santé et en services sociaux	INESSSS	<a href="mailto:denis.roy@inesss.qc.ca">denis.roy@inesss.qc.ca</a>
Representatives of KT/ intermediary initiatives	Maureen Dobbins	Scientific Director	National Collaborating Centres for Methods and Tools (NCCMT)	<a href="mailto:dobbinsm@mcmaster.ca">dobbinsm@mcmaster.ca</a>
	Margo Greenwood	Academic Leader	National Collaborating Centre for Indigenous Health	<a href="mailto:margo.greenwood@unbc.ca">margo.greenwood@unbc.ca</a>
Citizen leaders	Maureen Smith	Chair	Cochrane Consumer Network Executive	<a href="mailto:maureen_smith@rogers.com">maureen_smith@rogers.com</a>
	One other person			
Representatives of major professional bodies	Doris Grinspun	Chief Executive Officer	Registered Nurses' Association of Ontario	<a href="mailto:dgrinspun@rnao.ca">dgrinspun@rnao.ca</a>
	Owen Adams	Senior Advisor to the CEO	Canadian Medical Association	<a href="mailto:owen.adams@cma.ca">owen.adams@cma.ca</a>
Representatives of policymakers/ leaders	Marina Salvadori	Senior Medical Advisor, Clinical Lead COVID-19	Public Health Agency of Canada	<a href="mailto:marina.salvadori@canada.ca">marina.salvadori@canada.ca</a>
	Braden Manns	Associate Chief Medical Officer	Alberta Health Services	<a href="mailto:braden.manns@albertahealthservices.ca">braden.manns@albertahealthservices.ca</a>
	Gaynor Watson-Creed	Deputy Chief Medical Officer of Health, Nova Scotia Health Authority	Nova Scotia Department of Health and Wellness	<a href="mailto:gaynor.watson-creed@novascotia.ca">gaynor.watson-creed@novascotia.ca</a>
Co-principal applicants	John Lavis	Co-Lead, COVID-END and Director, McMaster Health Forum	COVID-END, McMaster Health Forum   RISE	<a href="mailto:lavis@mcmaster.ca">lavis@mcmaster.ca</a>
	Andrea Tricco	Director, Knowledge Synthesis Team in the Knowledge Translation Program, Li Ka Shing Knowledge Institute of St. Michael's Hospital	SPOR-EA	<a href="mailto:andrea.tricco@unityhealth.to">andrea.tricco@unityhealth.to</a>
	Nancy Santesso	Deputy Director	Cochrane Canada	<a href="mailto:santesna@mcmaster.ca">santesna@mcmaster.ca</a>
	Jeremy Grimshaw	Co-Lead, COVID-END, and Senior Scientist, Clinical Epidemiology Program, Ottawa Hospital Research Institute (OHRI)	COVID-END, OHRI   RISE	<a href="mailto:jgrimshaw@ohri.ca">jgrimshaw@ohri.ca</a>
Ex-officio members	Alfonso Iorio	Chair, Department of Health Research Methods, Evidence & Impact and Director, Health Information Research Unit	COVID+, McMaster University	<a href="mailto:iorioa@mcmaster.ca">iorioa@mcmaster.ca</a>
	Ileana Ciurea	Senior Advisor, Strategy, Collaborations and Innovation	COVID-END, McMaster Health Forum   RISE	<a href="mailto:ciurea@mcmaster.ca">ciurea@mcmaster.ca</a>
Staff support and note-taker	Sara Weberman	Senior Project Manager	COVID-END, McMaster Health Forum   RISE	<a href="mailto:webermsm@mcmaster.ca">webermsm@mcmaster.ca</a>