

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

0. Review action items from last meeting and today's agenda	Action items from last meeting - see attachment 2. Other agenda items for today?
STANDING ITEMS	Topic (change to 'Notes and actions' in action items doc)
A) Activity streams	
1. New or updated syntheses	
Intake and prioritization (includes intake for living docs)	<ul style="list-style-type: none"> • Status of requests and completed products (including plain language summaries) • Separate service contract with PHAC is being leveraged to co-sponsor many evidence synthesis products and updates • Expenses from the grant are being tracked; mapping of living evidence syntheses frequency is carefully planned to respond to needs while allowing best use of resources and funds.
Rapid evidence profiles (REPs)	• See above
Rapid evidence syntheses (RSs)	• See above
Plain language summaries (includes summaries for living documents below)	<ul style="list-style-type: none"> • Template and procedures developed (including for necessary updates to match updates to living evidence syntheses) • Four summaries posted in English and French, others in development
2. Living evidence syntheses	
Living evidence profiles (LEP)	• See above
Living evidence syntheses (LES)	See above - weekly updates of LES for vaccine efficacy and effectiveness
Other	<ul style="list-style-type: none"> • Living behavioural sciences documents funded by PHAC (see link above): <ul style="list-style-type: none"> ◦ Two LES topics: vaccine acceptance among healthcare workers and vaccine acceptance among citizens, each to be updated once a month (one mid-month and the other at the end of the month). This is being led by Justin Presseau, has a focus on equity-seeking groups, and incorporates inputs from NCCMT (a synthesis of qualitative studies), NCCDH (interviews with racialized groups) and a group at the University of Calgary (interviews with Indigenous leaders)
3. Inventory of 'best evidence syntheses'	
Status	<ul style="list-style-type: none"> • 7,569 syntheses from high-quality/high-yield sources → 6,036 non-duplicate syntheses → 4,185 decision-relevant syntheses → 435 'best' evidence syntheses (updated 12 May) • Additional fields for equity considerations being planned
Searchable database	Expected by end of May
Inventory spotlights	Canadian (see below) and global inventory spotlights
4. Evidence-demand coordination	
Canadian Public Health Network (SAC and TAC)	<ul style="list-style-type: none"> • Presentation to SAC completed • Content from our spotlights is being included in the weekly evidence summary being distributed to all SAC members
Other PHAC (e.g., Chief Science Officer)	• Regular communications
Other federal government	• Review revised list of government contacts – see attachment 3.
Provincial and territorial governments	<ul style="list-style-type: none"> • ACTION: Everyone to let secretariat know of any additional names to be added to the list • Secretariat continues to reach out to government contacts with three calls to action: <ol style="list-style-type: none"> 1) sign-up for the twice-a-month email updates (for spotlights and horizon scanning news) – although this is now included in the weekly evidence update sent across the Government of Canada and to their provincial public-health counterparts (as noted below) 2) submit a request using the online form (for questions from high-level decision makers)

	<ul style="list-style-type: none"> 3) encourage your team and other colleagues who are providing ‘front-line’ decision support within government to use the COVID-END inventory when they’re looking for the best global evidence and reminders to use the COVID-END website for additional resources
<ul style="list-style-type: none"> • Tracking • Webinars (and presentations) 	<ul style="list-style-type: none"> • One training webinar with evidence-synthesis teams: Conducting rapid reviews for health system decision-makers through COVID-END - completed 16 February. • One webinar with patient partners: Navigating new waters together: Patient/citizen engagement in COVID-19 evidence synthesis - completed 23 February. • Presentation to Special Advisory Committee (SAC) - completed 18 March. • Quarterly meeting of the evidence-synthesis teams, with presentations about <i>lessons learned from preparing a complex living review (on VOC)</i> and <i>lessons learned from recruiting and onboarding citizen partners</i> - completed 29 March. • Presentation to Government of Canada officials – completed 31 March. • Upcoming: awareness-raising webinar among government of Canada staff and CIHR scheduled for 19 May 2:30 - 3:30 pm
5. Horizon scanning	
<ul style="list-style-type: none"> • Adjustments to existing process 	<ul style="list-style-type: none"> • <u>Horizon scans</u> are published once a month and include a briefing note about emerging issues, and a panel summary about priority issues for Canada.
<ul style="list-style-type: none"> • Canadian panel membership 	<ul style="list-style-type: none"> • Confirmed 28 Canadian horizon scanning panel members - see attachment 4. • Many of them plan to observe the global horizon scanning panel meeting. • First meeting was 28 April (the panel summary will be posted on the website shortly). • A separate series of additional meetings has been organized to accommodate members from western provinces and territories.
6. Evidence-supply coordination	
<ul style="list-style-type: none"> • Evidence-synthesis teams 	<ul style="list-style-type: none"> • Quarterly meeting of the evidence-synthesis teams - completed 29 March. • Next quarterly meeting is booked for 22 June. • Teams who are taking on living evidence syntheses are matched with citizen partners (Maureen and FP have a pool of citizen partners ready to start). • A webpage ‘Resources for researchers’ has been further enhanced. • We have interim results from a survey about content expertise and working with citizen partners. • Teams are reminded to share with the secretariat relevant work that they took on, and work completed for other projects, and to ask us to search the global inventory (until it is fully searchable online) and searchable Excel database of Canadian documents
<ul style="list-style-type: none"> • Canadian synthesis spotlights 	<ul style="list-style-type: none"> • Canadian spotlights can be accessed here
<ul style="list-style-type: none"> • Dissemination vehicles 	<ul style="list-style-type: none"> • Subscription functionality implemented (subscribe here) • Canadian COVID-19 email update provides three types of products from COVID-END in Canada: <ul style="list-style-type: none"> 1) Canadian spotlights, 2) global spotlights, and 3) horizon scans. • Distribution also through partner newsletters, websites, social media • Outputs are also captured by the government of Canada into the email going out across the public service federally. This supports the access by Chief medical officers of health across the country to both global and Canadian-specific content.
B) Cross-cutting	
<ul style="list-style-type: none"> 1. Citizen partnership 	<ul style="list-style-type: none"> • Recruitment and orientation of Canadian citizen partners completed (but we may be adding one more member from Quebec) • Citizen partners are being matched with research teams, and resources about how to work with citizen partners have been made available on the website • A citizen partners training mini-course organized by SPOR-EA was extended to

	the members of the citizen partnership group, which has been helpful to learn how to contribute optimally.
2. Indigenous people's engagement	<ul style="list-style-type: none"> Plans underway to connect with five teams who received CIHR funding for knowledge syntheses; also, connection with contact from CoVaRR (see below) Secretariat to work with Margo to reach out to the teams about possible collaboration
3. Website and communications	<ul style="list-style-type: none"> Website overhaul completed - see Resources for Canadians (as well as global sections of website)
4. Measuring impact	<ul style="list-style-type: none">
OTHER BUSINESS / ARISING ISSUES	
1. CIHR- and NSERC-funded networks	<ul style="list-style-type: none"> CIHR-funded. <ul style="list-style-type: none"> Coronavirus Variants Rapid Response Network (CoVaRR) - Marc-André Langlois, PI; Jeremy Grimshaw Co-PI <ul style="list-style-type: none"> Jeremy noted the network has a strong basic-science focus to identify and characterize variants of concern and includes three pillars that intersect with COVID-END: applied science; Indigenous engagement; and knowledge mobilization Canadian Network of COVID-19 Clinical Trials Networks - Robert Fowler, PI. Indigenous Peoples and COVID-19 Knowledge Syntheses NSERC-funded modelling networks. Contacting the following 2 of 5 <ul style="list-style-type: none"> CANMOD: Canadian Network for Modelling Infectious Disease - Caroline Colijn (Simon Fraser), David Earn (McMaster), co-leads. One Society Network: mathematical modelling of multi-sectoral impact of pandemics and control policies - Christopher McCabe (U Alberta), PI Secretariat is in the process of establishing connections with PIs of the networks, and planning meetings to discuss collaboration. Secretariat plans to extend an invitation to leads of the networks to present at future COVID-END meetings
2. Round table: relevant initiatives	<p>Brief updates about other relevant initiatives underway in Canada</p> <ul style="list-style-type: none"> Nancy: guidelines included in COVID-END in Canada products are now also included in the eCOVID database: https://covid19.recmap.org/ Andrea: <ul style="list-style-type: none"> Pleased with the citizen partnership progress, and with the course which is well attended and appreciated by participants. There is a session planned (three-hour workshop on rapid reviews) with the government of Canada 30 June and Andrea will share flyer Currently planning a webinar on modeling/appraising studies and have reached out to Craig Mitton to lead possibly in July/August. Working with the COVID-19 Immunity task force and with the Wellness Hub https://www.wellness-hub.ca/ Maureen Smith: <ul style="list-style-type: none"> 10-hour course has begun and is open to COVID-END citizen partners. have matched 9 citizen partners out of the 20 and developed a template for researchers to use when they want to engage partners (will circulate) need to add more citizen-focused content to the website. Maureen Dobbins: <ul style="list-style-type: none"> Worked with Maureen Smith and FP Gauvin to identify two citizens working on a rapid review on food security. Very helpful to get support from modelers team Week after next: will start looking at qualitative literature about some vaccines for children and parent vaccine hesitancy Owen Adams: <ul style="list-style-type: none"> Public awareness on vaccine hesitancy on media Commissioned work on backlogs Braden Manns:

	<ul style="list-style-type: none"> ○ Their group has received a lot of questions that have very short timeline and require AB specific content ○ There is a lot of useful information on the COVID-END website, but some improvements may be needed to make the navigation more user-friendly ○ Interest in long COVID. Would like to have a LES on common symptoms post-COVID (shortness of breath, neuropsychiatric, other) • Andrea Proctor: <ul style="list-style-type: none"> ○ Long COVID has been an emerging trend of requests and likely will be a long-term request ○ LEPs are extremely valuable - they send them up. ○ Very helpful to have the patients/citizens perspectives via COVID-END. • Gaynor Watson-Creed: <ul style="list-style-type: none"> ○ At Dalhousie University now on full time basis (Assistant Dean, Serving and Engaging Society, Faculty of Medicine) • Jeremy: <ul style="list-style-type: none"> ○ we need to think strategically about how to continue to resource this work beyond the current project funded by CIHR <p>ACTION: Secretariat to circulate the plain language summary of the LES about vaccine hesitancy among citizens, and the information from the Ontario Science Table</p> <p>ACTION: Secretariat to consider how to make the information on the website more accessible to all users, including to the general public</p>
3. Upcoming meetings	<p>Next meetings:</p> <ul style="list-style-type: none"> • Collaborators: 3 June • Evidence-synthesis teams: 22 June • Steering Committee: 13 July
4. Other business	Other business - TBD

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