1. **INTRODUCTIONS**
 	
    a. *Welcoming new working group members*
        i. *Kamga Emmanuel Berinyuy, Effective Basic Services (eBASE) Africa, Cameroon*
       ii. *Per-Olav Vandvik, MAGIC Evidence Ecosystem Foundation, Norway*
      iii. *Sandy Oliver, EPPI-Centre, UK*
       iv. *Jennifer Yost, Villanova University, USA*
	5 min

2. **FOLLOW-UP ON ACTION ITEMS**
 	
    a. *An agreed upon inclusion/exclusion criteria of evidence groups*
    b. *Mapping groups (inward facing) to identify duplication*
    c. *Developing an email list for communication (outward facing)*
	25 min

3. **DISCUSSION ON MEMBERSHIP**
 	
    a. *Horizon scanning scope and identifying horizon scanning organizations for invitation to working group*
    b. *Evidence synthesis and/or guideline groups?*
    c. *Members with a communication background?*
    d. *Achieving geographic, linguistic and target audience diversity*
	20 min

4. **ANY OTHER BUSINESS** a. *Setting a concrete date/time and frequency for future meetings*	10 min