Engaging Working Group
Agenda for the MS Teams call on 14 September 2021
Link: Click here to join meeting

1. FOLLOW-UP ON ACTION ITEMS a. Review previous meeting notes and action items (see attachment 2)	**5 min**
2. UPDATE ON MEMBERSHIP AND ENGAGEMENT a. Update on listserv membership (see attachment 3)	**5 min**

3. SEQUENCE OF FUTURE LISTSERV TOPICS
 	
 a. To be confirmed:
   i. Topic: Systematic review registration
   Date: 3 September
   Facilitators: Lesley Stewart
   ii. Topic: Where are the most pressing gaps in living evidence syntheses to address COVID-19
   Date: TBD
   Facilitators: Ruth McQuillan and Jorge Barreto
   iii. Topic: COVID-END anniversary reflections (following from the webinar)
   Date: TBD
   Facilitator: Jeremy Grimshaw
   iv. How to approach the quick and clean enough appraisal of guidelines?
   Date: TBD in September
   Facilitators: Ivan Florez and/or Melissa Brouwers, possibly with guest presenters who are using 'quick and clean enough' applications of AGREE II (e.g., COVID-END, eCOVID)
   v. How to improve research communication using patient and public involvement (PPI), plain-language summaries, and other approaches
   Date: TBD
   Facilitators: TBD
 b. Suggestions for new topics/ideas for future weeks:
   i. Possible topics linked to queries for the COVID-END inventory from listserv members
   ii. Possible topics coming from the co-chairs and partners calls
 c. Webinar linked topics
   i. October - Portals for best evidence about COVID-19
   ii. December – National lessons linked
	25 min

4. SEQUENCE OF FUTURE WEBINAR TOPICS
 	
  a. Upcoming list of webinar topics
     i. Plan for 29 September: Global scene setting
        Facilitators: Steven Hoffman
     ii. Tentative plan for October: Portals for best evidence about COVID-19
        Facilitators: Ruth Stewart and Holger Schunemann, co-chairs of the Accessing working group
     iii. Back-up plan for October: Priorities for evidence syntheses
        Facilitators: Ruth McQuillan and Jorge Barreto, co-chairs of the Prioritizing working group (may include Heather Bullock on the horizon-scanning process, Cristian Mansilla on inventory process, and Maureen Smith on the citizen partnership process)
     iv. Tentative plan for November: Examples of engaging citizens in COVID-END rapid reviews
        Facilitators: Maureen Smith and Maureen Dobbins
  b. Ideas for future topics:
     i. National lessons learned – e.g., Canadian and South Africa reports planned for December
     ii. Working group specific presentation
	20 min

5. ANY OTHER BUSINESS a. Discuss potential future evaluation of the COVID-END Community with a focus on lessons learned	**5 min**