Prioritizing Working Group meeting
Notes from call on 2 November 2021
Link: Click here to join the meeting

1. REVIEW AGENDA AND ACTION ITEMS

a. Jorge noted that there were no agenda additions and suggested that we address agenda item 3 before agenda item 2
b. Jorge pointed working-group members to the notes and actions from the previous meeting

2. LIST OF PRIORITY TOPICS

a. Jorge pointed working-group members to the current spreadsheet (see attachment 2) and to the online resource for dissemination of prioritizing topics (https://xerte.cahss.ed.ac.uk/play.php?template_id=2247), and the group provisionally agreed that:
   i. **ACTION: Ruth to finalize a document containing the four tables of priorities and send it to Cristian and David**
   ii. **ACTION: Cristian to work with Ruth to finalize a shareable version of the spreadsheet, edit the webpage text for researchers to ensure it aligns with the tables (and provides a hyperlink to the spreadsheet), and send the edited webpage text to Ruth for final review**
   iii. **ACTION: David to edit the webpage text for research funders to ensure it aligns with the tables (and provides a hyperlink to the spreadsheet), and send the edited webpage text to Ruth for final review**
   iv. **ACTION: Ruth to send four documents – text for researchers, text for research funders, tables, and Excel spreadsheet – to John for final editing and posting on the COVID-END website**
   v. **ACTION: John to work with Steve to post these documents and to explore a possible long-term strategy of adding a more dynamic (filtering) option on the COVID-END website**

3. WORKING GROUP PAPER

a. Jorge invited comments on the draft of the paper on the prioritization process (see attachment 5), and the group provisionally agreed:
   i) to not connect the paper to progress on the website (and instead proceed with both – and especially the website – as quickly as possible)
   ii) to focus the paper on both horizon scanning and prioritization processes
   iii) to focus on the methods and lessons learned, and put the now somewhat old findings in the background (and ask instead questions like why – roughly a year after the list took form and then six months after this version of the priorities was finalized – do we still not see progress in filling the gaps and yet ongoing duplication of syntheses on other topics)
   ACTION: Ruth to work with Heather Bullock on a joint paper

4. ANY OTHER BUSINESS

a. Ruth provided a walk-through of the draft slides for the upcoming webinar "Drawing together the threads: operationalising the output from the Horizon-scanning panel" on 3 November, 10-11 ET
    i. Register here