



<p>1. INTRODUCTIONS</p> <p>a. Welcoming working group members</p> <ul style="list-style-type: none">i. David Tovey, UK (co-chair)ii. Andrea Tricco, SPOR Evidence Alliance, Canada (JBI, Uof T): leads two Canadian initiatives for decision-makers, receiving evidence requests from the Public Health Agency, Health Canada and the Canadian Frailty networkiii. Birte Snilsveit, 3ie, UK: support systematic reviews, economic reviews, member of international development working group with the Campbell Collaborationiv. Edoardo Aromataris, Joanna Briggs Institute, Australia: Editor in chief of JBI Evidence Synthesis journalv. Elie Akl, Global Evidence Synthesis Initiative (GESI), Lebanon: director of the AUB GRADE Centre; executive committee for GESI; has conducted several rapid reviews for the WHO.vi. Gabriel Rada, Epistemonikos, Chile. Director of Cochrane Chile, contributor to the EPOC Cochrane group and president and co-founder of Epistemonikos Foundation. Maintains database of evidence which was adapted for COVID-19, including structuring data to facilitate synthesis and a collectively maintained evidence base.vii. Gunn Vist, Norwegian Institute of Public Health (NIPH), Norway; carry out systematic reviews, provide recommendations; in context of COVID, have adapted to generate rapid systematic reviews and a global evidence map to rapidly access systematic and others reviews.viii. Isabelle Boutron, COVID-NMA, France; professor of epidemiology and the Université de Paris, Director of Cochrane France; leading mapping and living systematic review of interventions for treatment and prevention of COVID-19)ix. Kamga Emmanuel Berinyuy, Effective Basic Services (eBASE) Africa, Cameroon; focuses on contextualizing evidence for local settings in across West Africa addressing health and broader social well-being; in collaboration with the Education Endowment Foundation.x. Nikita Burke, Cochrane Ireland, Ireland; program manager with Evidence Synthesis Ireland; building capacity for evidence synthesis in Ireland and supporting the prioritization of research questions. Support a national fact checking service (iHealth.ie)xi. Simon Lewin, Norwegian Institute of Public Health (NIPH), Norway; also affiliated with the South Africa MRC. Co-editor of Cochrane Consumers and Communication Review Group and the Cochrane Effective Practice and Organization of Care Review Group, identifying high priority topics for LMICs, rapid reviews and review summary products; governance committee for GESI, identify priority topics relevant to COVID from health systems perspective.	<p>15 min</p>
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<p>xii. Taryn Young, South African health-evidence synthesis initiatives, South Africa; Professor at Stellenbosch University, member of Cochrane South Africa and Cochrane Africa, co-lead South Africa GRADE network, and on-going collaborations with GESI and ACE</p> <p>xiii. <i>Secretariat: John Lavis, Mike Wilson (assistant director at MHF; rapid response program for COVID-19)</i></p> <p>xiv. <i>and Safa Al-Khateeb, McMaster Health Forum RISE, Canada, and Anna Dion, Ottawa Hospital Research Institute RISE, Canada</i></p> <p><i>Regrets:</i> Karla Soares-Weiser, Cochrane Collaboration, Israel Vivian Welch, Campbell Collaboration, Canada</p>	
<p>2. DISCUSSION ON SCOPE OF GROUP AND TERMS OF REFERENCE</p> <p>a. Contributing to maintaining the guide to COVID-19 evidence sources and encouraging its use to avoid unnecessary duplication and encourage updating or extending existing reviews (while digital solutions are being developed)</p> <p>Group discussion, main points:</p> <ul style="list-style-type: none"> • Critical linkages with digitizing working group (development of standards and/or common data extraction processes related to review production, quality assurance, core outcome sets, timepoints, etc.) • Develop COVID-END evidence guide and encouraging updating <p>b. Creating and sharing syntheses, and evidence tables from these, that can be used in local guideline-development processes (or local evidence-contextualization processes more generally)</p> <p>Group discussion, main points:</p> <ul style="list-style-type: none"> • Include other types of evidence tables (e.g. evidence to decision-framework) and broader types of data, including quantitative and qualitative, to address key questions for decision making <ul style="list-style-type: none"> ○ Sharing standards for evidence tables ○ Process to easily identify most up-to-date and trustworthy evidence and corresponding table • Review TORs of Recommending group around generation and sharing of evidence tables <p>c. Identifying and sharing guidance for conducting and reporting rapid reviews</p> <p>Group discussion, main points:</p> <ul style="list-style-type: none"> • Developing resource base (guidelines, standards) for broad types of evidence products (including rapid and scoping reviews) <ul style="list-style-type: none"> ○ Including reviews already underway, methodological choices • Tools to support contextualization of different evidence products, across a range of end-users and familiarity with evidence syntheses 	<p>30 min</p>

<ul style="list-style-type: none"> • Exploring opportunities to integrate quality criteria with existing repositories <p>d. Promoting the benefits that arise from collaborating globally and utilising existing collaborative platforms and publishing mechanisms that help to promote collaboration, quality control and reduce duplication and research waste</p> <p>Group discussion, main points:</p> <ul style="list-style-type: none"> • Leveraging existing collaborative platforms, identify mechanisms to support collaboration and reduce duplication <p>e. Identifying and promoting living reviews (and living guidelines) as an emerging standard for evidence synthesis</p> <p>Group discussion, main points:</p> <ul style="list-style-type: none"> • Identify and share key issues for living systematic reviews (e.g. criteria for prioritizing living reviews, how to operationalize living reviews in different circumstances) • Develop inventory of guidance around how living reviews for COVID-19 (or other similar circumstances) are defined, including high-quality guidance around implementation <p>f. Identifying and sharing ways for individuals and groups to contribute to work that is already underway (e.g., Cochrane TaskExchange)</p>	
<p>3. DISCUSSION ON AIMS AND OBJECTIVES</p> <p>a. Identifying key issues, priorities, aims and objectives</p> <p>b. Ideas for engagement of additional members and organizations with reminder of principles around geographic, linguistic diversity as well as diversity in target audiences</p> <ul style="list-style-type: none"> • Welcome suggestions for additional members as well as additional co-chair 	10 min
<p>4. ANY OTHER BUSINESS</p> <p>a. Setting a concrete date/time and frequency for future meetings</p> <ul style="list-style-type: none"> • Weekly meetings planned; Safa to send out doodle poll for regular meeting time 	5 min