1. **INTRODUCTIONS**
 	
David welcomed new working group members:
 	
   i. Karla Soares Weiser, Editor-in-Chief, Cochrane Collaboration
  ii. Vivian Welch, Editor and chief of Campbell Collaboration, Cochrane co-convener of equity group
 	
Also participating in call:
Andrea Tricco
Birte Snilsveit
Edoardo Aromataris
Isabelle Boutron
Gabriel Rada
Gunn Vist
Taryn Young
 	
Anna Dion
John Lavis
Michael Wilson
Safa Al-Khateeb
 	
  • David confirmed that Taryn Young has agreed to co-chair the Synthesizing Working Group.
	5 min

2. **FOLLOW-UP ON ACTION ITEMS** • David reviewed the terms of reference for the synthesizing working group. The group did not have additional comments or changes.	**15 min**

3. **SYNTHESIS RESOURCE BASE AND TOOL INVENTORY**
 	
  a. Developing inventory of tools and resources building from COVID-END "tips and tools for researchers"
     i. Registration of reviews that do not fit PROSPERO's criteria (raised by Engaging Working Group)
 	
  • Document a starting position to generate discussion
  • Include pre-amble at beginning stating intent not to be comprehensive guide to all evidence synthesis resources, but to help those new to evidence synthesis
	20 min

navigate through high-quality resources accessible to support COVID-related efforts	
• Include opening statement suggesting those new to evidence synthesis seek out more experienced teams for guidance/mentoring (adapt text from existing tips and tricks section of COVID-END website).	
o May be opportunities to identify expert mentors willing to support less experienced teams	
o Recognize additional challenges in navigating evidence synthesis community (finding teams within specific areas of expertise, language to optimize connection)	
• Many different ways to organize review types (e.g. systematic reviews vs. broad types of syntheses; qualitative and LSRs as components of reviews that can be incorporated into other types reviews)	
• Can also include guidance (where available) about how to move through different review options in context of COVID-19. (e.g. rapid review, SR done rapidly, LSRs, etc.)	
• Discussed option of developing a taxonomy of reviews, linked to associated appraisal tools	
ACTION: David, Taryn and Anna to revise document and share back to working group prior to next week's meeting	

4. ENGAGING WITH WORKING GROUPS AND ORGANIZATIONS
 	
  a. Discussing questions brought up by Digitizing Working Group
    i. What do you see as the biggest blocker to your work right now?
    ii. What is your biggest technical blocker?
 	
  • Challenges mentioned include:
    o Coordinate across different databases so that they can share and speak across to each to each to reduce need to search across multiple databases
    o Lack of transparency and reliability of existing technological tools and integration of technological tools across the evidence synthesis system (from searching to data extraction)
 	
  b. Any additional organizations that are currently supporting decision-makers from list shared by Engaging Working Group
 	
  • Group asked to share any suggestions to Engaging group co-chairs or Secretariat
	15 min

5. ANY OTHER BUSINESS	**5 min**