

**a. Review notes from previous meeting (see attachment 2)**

**b. Updates about last week's discussions**

**49 subscribers as of Tuesday, with updates provided to Partners during meeting on Thursday, where principles were introduced and discussed  
Discussion about launch took place, but will be addressed today as well**

**Newman presented an overview of LISTSERV, noted that Canadian and UK-based subscribers currently represent the largest proportions of subscribers  
25-30 organizations represented**

**Growth has continued – from 49 last week to 74 as of July 21, 2020**

**Questions:**

**Jenny raised issue of whether there were opportunities to follow-up individually with people to confirm the organization they represent on COVID-END (which may not always be accurately reflected during the sign-up process)**

**Laurenz noted that there are plans in place for personalized follow-ups, and will happen in the near future (which will be discussed later in the**





*(with support from Newman and Safa) to send out personalized emails from the COVID-END email to get information related to subscribers' organizations, the topics they'll find useful, and other supports they would find useful*

- g. Discuss idea of COVID-END website sub-page for the listserv and wider community**

*Kaelan noted that this is already done and 'live' on the website to review the site and provide feedback to group and to the Forum about changes that need to be made*

*<https://www.mcmasterforum.org/networks/covid-end/resources-to-support-decision-makers/covid-end-community>*