

1.! FOLLOW-UP ON ACTION ITEMS	5 min
a. <i>Review previous notes and action items from meeting on September 8th (see attachment 2)</i>	
2.! UPDATE ON MEMBERSHIP AND ENGAGEMENT	5 min
a. <i>Update on listserv membership and numbers (see attachment 3)</i>	
3. SEQUENCE OF CONFIRMED TOPICS	10 min
a. <i>Week of September 21: Critical appraisal and time stamping of living reviews (facilitators: Jenny Yost and Maureen Dobbins)</i> b. <i>Week of September 28: Challenges (time delays, cost of updating) faced by translation of products into other languages (Africa Evidence Network)</i> c. <i>Week of October 5: Dissemination of living reviews (facilitator: Ben Heaven Taylor)</i>	
4. SEQUENCE OF FUTURE TOPICS	15 min
a. <i>Suggestions for new topics / ideas for future weeks:</i> i. <i>Difference between expert opinion-based guidance and guidance developed using a robust process (potential facilitators: Ivan Florez and Per Olav Vandvik for mid-October)</i> ii. <i>Rapid Response / review focused discussion (facilitator: Maureen Dobbins, date: TBD)</i> iii. <i>Discussion on LMICs paper led by Scoping WG</i>	
5. WEBINARS FOR THE COVID-END COMMUNITY	20 min
a. <i>Week of October 5: Horizon scanning (facilitator: Heather Bullock, date and time TBD)</i> b. <i>14 October: Living hub of hubs (potential facilitators: Cristian Mansilla and Promise Nduku; co-branded with GESI)</i> c. <i>November: Living reviews (potential facilitator: Sandy Oliver, date and time TBD)</i> d. <i>Ideas for future topics:</i> • <i>Priority setting</i>	

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