Meeting Attendees (first and last name):
Rebecca Bartlett Ellis, Heather Cole-Lewis, Emily Lattie, Carly Goldstein, Jessica Breland, Cynthia Castro Sweet, Danielle Jake-Schoffman, Valerie Myers, Kate Wac, Eric Hekler, Ellen Beckjord

Agenda topics
- Membership (Heather)
  - Rebecca Bartlett-Ellis, Valerie Myers
  - New member policy? Open enrollment?
- Timing of meetings for Q3
  - Expect Doodle poll for now until November
- Board meeting update (Heather)
- DHC Mission and Goals review
  - https://docs.google.com/document/d/1jy5gaX3ygVXDQ4ARGT-7wDWzqLuder1
- Annual Meeting Submissions/Pre-conference ideas for 2018 (All)
- Year in Review update (Lorien)
- Xcerta update (Rebecca)
- Paper (Carly)
  - Panel or pre-conference workshop?
- EBM (Emily)
- Alan Alda update (Heather)
  - https://docs.google.com/document/d/1PxYzn2OIJUZ1irE--5VX_fplJI4fQR-Dju7E_eBHxj8M/edit
- CHC Conference (Heather)
- Other topics
  - SBIR outreach? SBM/AMIA Liaison?

Action Items from July:
- Heather: Update and edit mission statement & goals
- All: Review updated mission statement and goals, provide input
- Rebecca: update on Xcertia
- Lorien: propose process for Year in Review, map out scenarios so we can make decision
- Heather: reach out to Carly about paper idea

Call Notes

Discussion
● Membership (Heather)
  ○ Welcome! Rebecca Bartlett-Ellis, Valerie Myers
    ■ Formal approval pending
  ○ Valerie
    ■ Klein Buendel
    ■ Background in health promotion
    ■ Work surrounding weight/PA & digital mechanisms of health promotion
  ○ Rebecca
    ■ Indiana University
    ■ School of Nursing
    ■ Adult health
    ■ Medication adherence
      ● Smart phone app
  ○ One more possible member
    ■ Heather - will reach out and assess their current interest
  ○ New member policy? Open enrollment?
    ■ No formal process currently
    ■ Heather approached those less active members to assess commitment
    ■ Asked Board if we should do open enrollment or closed enrollment period
    ■ Heather’s suggestion:
      ● 3-4 months after meeting would be open enrollment
        ○ After this might ask interested people to be involved
          informally until next open enrollment period
  ○ Timing of meetings for Q3
  ○ Expect Doodle poll
    ■ Anne- Will send Doodle poll
● Board meeting update (Heather)
  ○ Heather spoke to Board about processes DHC has been going through recently
  ○ Shared updated Mission and Activities
    ■ Activities still being assessed based on capacity
  ○ Liaisons?
    ■ Too many is cumbersome
    ■ Doing well with informal liaisons at this point
● DHC Mission and Goals review
  ○ https://docs.google.com/document/d/1jy5gaX3ygVXDO4ARGT-7wDWqzqLuder1
    0I3bXzSr3I8/edit?usp=sharing
  ○ Exhibitor reception?
    ■ Could do if there are sufficient number of exhibitors
  ○ Y1, Y2, Y5
- Take out, but keep idea to feature DHC in Outlook (place in other topics)

- Annual Meeting Submissions/Pre-conference ideas for 2018 (All)
- Year in Review update (Lorien)
  - Now a panel idea for 2018
  - Carly, Lorien, Kate, and others (?) will work on this
  - If panel goes well, we will discuss transitioning into a paper
  - Carly - Notes on Year in Review
    - Carly’s conversation with her contact
      - Starts by setting up notifications
      - Organizes into folders
      - Creates slides
      - 15-20 studies
      - No old studies!
      - Abstracts focus on learning objectives

- How to do as group
  - Monthly check-ins
  - Split up studies and create slides as you go
    - Results focused

- Heather, Carly, Jessica, and Lorien - move forward with next steps

- Xcertia update (Rebecca)
  - AHA, AMA, DHX, HIMSS
  - Guidelines for mobile health apps
    - Used to certify other apps
  - Tiered membership fee
  - Smaller group from BIT SIG and DHC soliciting info to help SBM decide whether to be member
  - Impact still unknown

- Training Paper (Carly)
  - Now panel idea for 2018

- EBM (Emily)
  - All - New entry phrases?

- Alan Alda update (Heather)
  - [https://docs.google.com/document/d/1PxYzn2O1UZ1rE--5VX_fpIJI4fQR-Dju7E_eBHj8M/edit](https://docs.google.com/document/d/1PxYzn2O1UZ1rE--5VX_fpIJI4fQR-Dju7E_eBHj8M/edit)
  - Sent proposal to Gary and Rachel
    - Feedback
      - Collab with Eric and Sherry for AM19
        - For keynote
      - Subsidize cost
        - Pre-conference panel/workshop
        - Heather - pass to alternative revenue group

- CHC Conference (Heather)
SBM co-sponsor panel for their conference?
Panel with behavior scientists
All- reach out to Heather and Sherry Pagoto with interest in participating

Other topics
SBIR outreach?
  Email drafted to go out August 8th to grant recipients
SBM/AMIA Liaison?
  SPLC is currently considering candidates, we will get an update soon
  Heather & Anne - invite Sherry to September call?

Reference notes:
Pre-Conference ideas for 2018
  Cynthia recommended a springboard from a previous panel by Andrea P.-
  engineers and behavior scientist/cross disciplinary, talked about how
  each discipline approaches digital health behavior interventions;
  examples of academics who have figured out how to partner with people
  in tech; also hear from other disciplines to learn about their experience;
  their sandboxes, how to collaborate and build partnerships;
  examples/invited talk/skills & terminology needed to find your own cross
  disciplinary group
  Early concept idea from Cynthia
  Eric- ran workshop like this with HCI as a core partner; workshop-
  how do you find these people/think from design perspective; panel
  discussion to ask questions; similar structure for engineers; Need
  to think through what is unique--- team science play would be
  nice; reach out to Angela or Bonnie as a way to move forward for
  concrete training input
  Too late for this idea this year?
Could this be a panel?
  ○ Heather knows a computer scientist she might be able to get involved
  ○ Kate will possibly participate in panel
  ○ Who will plan?
    ■ ?
    ■ Heather- will send note to get volunteers

Bridge experiences- implementation science -- how methods bridge across disciplines… how do interventions get developed; how do methods overlap

■ Eric's idea
■ Where does design end and implementation begin?
■ Multiple stakeholder engagement
■ Emily- possible panelist
■ Heather or someone from her group - possible panelist
■ One activity can have multiple purposes
■ Where this panel differs from other is this is about bridging logic of implementation science and how that impacts
■ Service design
■ Eric, Emily, Heather, and Ellen will work out ideas surrounding this session

What does training in the 21st century look like for digital health
■ Panel? Workshop?
  ○ Carly & others (paper?) + Kate
- Reassess after meeting
- Proceed with panel or preconference
- Kate & Carly will work on pre-conference or panel submission
  - Programs: GW program/health communication/marketing
  - Positions in industry: how do we develop training to place people
- Year in Review?
  - Heather - will follow up with Lorien
  - Carly & Jessica- also interested
- Other ideas?
  - SBIR/STTR
  - Co-sponsor breakfast on non-academic paths with Student SIG
    - Dorothy McLeod, Student SIG chair
    - Cynthia will lead
- Heather - ask members to come up with more ideas

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