

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/1jy5gaX3ygVXDO4ARGT-7wDWzqLuder10I3bXzSrS3I8/edit?usp=sharing>
- Annual Meeting Submissions/Pre-conference ideas for 2018 (All)
- Year in Review update (Lorien)
- Xcertia update (Rebecca)
- Paper (Carly)
 - Panel or pre-conference workshop?
- EBM (Emily)
- Alan Alda update (Heather)
 - https://docs.google.com/document/d/1PxYzn2OIUZ1rE--5VX_fplJl4fQR-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/1jy5gaX3ygVXDQ4ARGT-7wDWzqLuder10I3bXzSrS3I8/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/1PxYzn2OIUZ1rE--5VX_fpIJI4fQR-Dju7E_eBHXj8M/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

Tentative Abstract Submission Timeline for 2018 Meeting		
Date		Notes
7/19/2017	Abstract submissions open	
9/12/2017	Abstract submission cutoff	
11/1/2017	First round abstract notifications sent out	

11/7/2017	Rapid communications abstract submissions open	
1/5/2017	Rapid communication abstract submissions close	
2/8/2018	Rapids notifications sent out	