### December 10, 2018, DHC Call Notes

**Reminder on DHC Goal**
DHC is meant to be visionary in imagining what the digital health field will look like in the next 5 years and practical in preparing SBM and its membership to be at the forefront of the field.

**DHC Folder:**
[https://drive.google.com/drive/folders/1ou8EZNVlzA9ubsFGRlBdEEr54tVYvYF?usp=sharing](https://drive.google.com/drive/folders/1ou8EZNVlzA9ubsFGRlBdEEr54tVYvYF?usp=sharing)

**2019 Annual Meeting Ideas:**
[https://docs.google.com/spreadsheets/d/1rgCmhJSzCkq17RQatZ4cAXJvkiWpjbruRolnKBz-s/edit#gid=0](https://docs.google.com/spreadsheets/d/1rgCmhJSzCkq17RQatZ4cAXJvkiWpjbruRolnKBz-s/edit#gid=0)

**2019 Annual Meeting DHC Submissions:**
[https://docs.google.com/spreadsheets/d/1-A1Q8lfRDOli20aWAdwJGXiiWl9oXowy0qlqPaqjQ/edit#gid=0](https://docs.google.com/spreadsheets/d/1-A1Q8lfRDOli20aWAdwJGXiiWl9oXowy0qlqPaqjQ/edit#gid=0)

**DHC Subcommittee Sign Up Sheet**
[https://docs.google.com/document/d/12qZYCW8spruhrzgCqC_Bumvhv4sSCgxXd1Z8KxzvCJk/edit](https://docs.google.com/document/d/12qZYCW8spruhrzgCqC_Bumvhv4sSCgxXd1Z8KxzvCJk/edit)

**Attendees:** Dani Arigo, Heather Cole-Lewis, Charles Jonassaint, Stephanie Goldstein, Cynthia Castro-Sweet, Jessica Breland, Angela Burant, Lindsay Bullock, Danielle Jake-Schoffman, Camille Nebeker, Emil Chiauzzi, Megan Oser, Rebecca Bartlett Ellis

**Meeting minutes:**
- **General Updates, things to celebrate (small and large)?**
  - Camille successful month with academic institutions in Australia
  - Emil SBM annual meeting- Saturday part of meeting open to public; planning on a giveback feature so patients can ask questions about physical activity and dietary at the Health Fair on Saturday
    - More information to come; likely will need support from other groups
  - Feel free to reach out to Heather and subcommittee leaders between monthly meetings with information or suggestions to support subcommittees

- **Subcommittee Updates**
  - **Industry Working Group (Cynthia Castro Sweet)**
    - First round of in-depth interviews are live, please complete if asked; thanks to those who recommended key opinion leaders
      - Redcap survey went out last week from SBM. We will follow this up with a more structured survey to all SBM members and then outside of SBM.
      - First round was less than 100 people and second round will be around 1000 people.
- Next survey will be different than the first round if you did receive the first survey.
- Waiting on SBM to build internship posting on website
  - Test links are ready.
  - By January the final links should be ready
- Industry speed networking to return to SBM on Weds evening
  - We will be hosting in conjunction with SBM 40th anniversary
  - Cynthia will be hosting the speed networking session
  - Anyone interested in joining from industry? Half an hour for speed networking
  - 1 of 4 breakouts after 40th anniversary
  - Last year we ended up with 12 groups of 10. Probably fewer rotations this time since the time is shorter.
  - Emil did the speed networking last year. It was exhausting but lots of fun and very informative. He highly recommends it!
- **Strategic Partnerships**
  - **BIT SIG (Danielle JS)**
    - upcoming elections
      - Requesting nominations by January 15th and wrap up by middle of February
    - Reminder of list of accepted presentations (https://docs.google.com/document/d/1rc7bw59Fdhg4os09A1kvWF2fQjBzKBcHKNqJ6eUdl1w/edit)
    - Reminder of directory (https://docs.google.com/spreadsheets/d/1ez4vHR_KD-f2GZe97YN7BUFAjWzmUdV59F4NoeuJ-sk/edit#gid=0)
      - Add information if you want.
  - early career subcommittee progress
  - **ACTION:** D&I webinar: January 17, 2019 at 1:00 PM EST with Charles Jonassaint, Carly Goldstein, and Margaret Handley https://www.sbm.org/training/webinars
    - Discussion about using technology in D&I research
    - Great one for DHC members to join
- **SPLC (Heather on behalf of Amy)**
  - No major updates
- **ETCD (Heather on behalf of Valerie)**
  - **ACTION:** Heather reach out to Valerie
- **Ethics Working Group (Camille)**
  - Mid day meeting on ethics, values
  - Working group members
  - Symposium on Friday March 8th
  - Webinar in April on the 18th talking about the checklist coming out
Add comments to survey monkey. Action: Camille send survey monkey link

- Working on core values and sexual harassment policy

- **WISH Collaboration (Rebecca Bartlett Ellis)**
  - Will be connecting with WISH for potential arrangements to partner with them in the future
  - Possibly for 2020 meeting. May need something for board meeting early next year 2019.

- **Publications and Speaking Engagements (Danielle Hartigan)**
  - Reminder to please continue to add relevant 2019 SBM conference activities to this spreadsheet
    https://docs.google.com/spreadsheets/d/1-A1Q8lfRDOli20aWAdwJGXiilWl9oxowy0qlqPaqjo/edit#gid=0
  - Question for the group: What does the DHC do to publicize itself and these activities at the conference to non-DHC or BIT sig attendees? (e.g. on the app? Handout?)
    - BIT SIG tech madness thursday morning
    - We are supporting a lot of the underlying efforts at SBM but we aren’t that well known. Some people misunderstand the difference between a SIG and Council. BIT SIG and DHC difference not clear to many.
    - Madalina is planning a survey for later in the year to see what people know about DHC and what they don’t know
    - Any suggestions about this?
    - Dani: the BIT SIG advertises a lot on social media (Twitter, linkedin) The Twitter was originally the DHC twitter now it’s more of a combined account. We could do cross promoting
    - **ACTION:** Dani and/or Danielle JS and Danielle H all connect to co-promote DHC and BIT Sig presentations on Twitter
    - Is there a need to promote DHC? DHC more select than BIT SIG. DHC is small but mighty we do a lot behind the scenes.
    - Articles in newsletter is the primary way councils are seen or at the annual meeting
    - Leave as an open topic and maybe revisit when we have a strategic discussion at the annual meeting.
    - There are generic ribbons that say council not specifically DHC
    - Members are to help support the Executive Committee but the councils don’t specifically say what they helped with.
    - DHC is here for additional resources to BIT SIG. We don’t want to take away from them. There are other SIGs that relate with DHC as well. Expand as a grassroots way through the SIGs. Gaining visibility through the BIT SIG.
• Work through outlook article and seeing DHC name on symposiums at the Annual meeting.
• We are making sure not to duplicate efforts that the BIT SIG is working on. Currently, our connection has helped to not have overlap.
• Programming at annual meeting. DHC maybe doesn’t need or want to be promoted more but if we want to reach a larger audience or need more members than we can promote the council.
• Continue to cross promote with the BIT SIG in the ways we already are
• DHC does target industry and industry groups. We could have a list of tech related presentations. DHC and BIT SIG presentations combined. Heather doesn’t feel a need to have them separate.

**ACTION:** Danielle H. review and execute with committee on agreed upon actions for promoting DHC related content:
  ○ Collaborating with BIT Sig on Twitter account
  ○ Making a print out or digital list of DHC and BIT SIG presentations to attend. Send out to specific industry groups or people who wouldn’t normally attend a tech presentation.

  ■ *From Danielle since she couldn’t make the call. “ I don’t have anything to report other than thinking past the sbm meeting if people have any priorities for this subcommittee and then for the meeting if anyone thinks we should add/change any of our strategies for promoting our DHC related content.”*

  ○ **DHC Strategic Outputs (Steph Goldstein on behalf of Madalina Sucala)**
    ■ Waiting on survey to be posted
    ■ 5 Year Digital Roadmap:
      ● Finalized list of experts to interview and planned interviews for January with Megan, Dani and Stephanie
      ● Madalina, Megan, Dani and Stephanie to align on interview methodology by end of December
    ■ We are looking to get experts from all career paths: academia and industry, different career levels: early, mid, and later career
      ○ Where do they all see technology going forward

  ■ **Digital Health Year in Review (Danielle JS on behalf of Ellen Beckjord)**
    ■ Reviewed first round of found objects and selected ones for extraction; assigned to members of subcommittee
      ○ All have review assignments before their next call
    ■ Thinking about the following categories:
      ● Advances in tech
NLP?
○ Face recognition?
■ Risks associated w encoding biases?
● Seminal studies/results from the field
● Process innovations or emerging best practices
● Policy-relevant information
● Contextual framing
○ How will we fit these results into the annual meeting presentation is what we are figuring out now.

Started thinking through structure of 60 minute panel discussion
● Chair: Danielle Jake-Schoffman
● Co-presenters: Jessica Breland, Ellen Beckjord
● Panelists: Brad Hesse, David Ahern, Kate Wolin, Catherine Serio, Heather Cole-Lewis

Action items for YIR Subcommittee
● Perform assigned reviews using the spreadsheet (all YIR Subcommittee members)
● Get telehealth Health Affairs issue (Ellen)
● Get Digital Health Trends (AlexaRe)

**ACTION:** Provide feedback on Year in Review categories if have any (all DHC members)

Annual SBM meeting support (Valerie Myers)

**ACTION:** Each person reach out to at least one company/group for support; reach out to Lindsay for custom packages; meeting bags are still open for sponsorship

Encourage people to reach out to sponsors and exhibitors for annual meeting (Deadline January 11th)

Operations (Heather)

**Update from November BOD Meeting**
● Secure Survey Tool + SBM Standing Survey Panel discussed, follow action to work with Lindsay to asses broader SBM need, other SBM council/SIG partners, bid for vendors, and process to institutionalize as part of SBM
● A tool like a RedCap but for SBM.

Standing survey panel would be an opportunity for us to create a standing group of people that would sit for a year or two. To answer surveys or send surveys to represent a diverse group of people. Could address a challenge of getting feedback from members.

**ACTION:** Lindsay and Angela: assess if there is a need for the panel or secure survey tool. Inform Heather or Ellen B.if support is needed for communicating with Membership committee about Panel idea.
- **ACTION**: Angela: Ask SIG chairs about the Redcap type of survey. Other council and committee chairs.
  - Other topics?
    - Thank you for all your hard work!! (from Heather)
    - January-annual meeting figure out a date through survey to have meetings.