January 4, 2018

Attendees (first and last name): Danielle Jake-Schoffman, Stephanie Goldstein, Rebecca Bartlett Ellis, Heather Cole-Lewis, Jennifer McClure, Amy Janke, Cynthia Castro-Sweet, Madalina Sucala, Mary Dean, Danielle Hartigan, Anne Hahn

Agenda topics

● Announcements/DHC Promote yo’self
  ○ Check out our DHC article in the Winter Outlook

● Digital Health Year in Review
  ○ Proposed for 2019 Annual Meeting
  ○ Start day for the year will begin on the last day of conference
  ○ Action Item: Continue to add entries as needed.
    ■ https://docs.google.com/spreadsheets/d/1HlxgK9oe1K0tissF2bloPQeYqLN4Bl0Y4-lZzpEX2Q/edit?usp=sharing

● Prospectus and One pager-
  ○ Action Item: Continue circulating to your contacts that may be interested in sponsorship/exhibiting. Please Cc Mary Dean, mdean@sbm.org

● Update on bringing WISH/CCC Meeting (Heather)

● EBM entries - any updates? (Emily)
Entries are here:

https://docs.google.com/document/d/1gWeXwBGtKBmOU9kh58BiyXQo-c5dhnV29GQatKJtEql/edit?usp=sharing

Link to folder here:

https://drive.google.com/open?id=0B-ZMYJLQ4WWEfmyYTZWvcEILY0VsI95R

GhaVXU3N0ZfZVktUjE5dDhmQUhrd3dRThVbTQ

- Update on SBM Academic/Industry/Digital Health Survey (Madalina)
  - See revised survey here:
    https://drive.google.com/file/d/1VHy4nUilgQ1RvWCXuaB5vIylylVonQ7H/view?usp=sharing

- Update on Policy activity (Heather/Amy)
  - Additional volunteers? Rebecca already signed up

- Update Xcertia standards - SBM commentary recommendation (Rebecca)

SIG Liaisons

- BIT Sig
  - Danielle suggested

- Others?

- PWG on Genomics discussion sessions
  - Those interested contact Anne, ahahn@sbm.org
  - The group is looking for those with experience and those who do not have experience and are uncertain or skeptical about integrating genomics into behavioral medicine
Meeting Notes

- Announcements/DHC Promote yo’self
  - Check out our DHC article in the Winter Outlook
    - Thanks to Danielle for circulating. Topic focused on training a new generation of investigators in digital health. Good primer for Annual Meeting sessions.

- Digital Health Year in Review
  - Proposed for 2019 Annual Meeting
  - Start day for the year will begin on the last day of conference
  - **Action Item:** Continue to add entries as needed.
    - [https://docs.google.com/spreadsheets/d/1H1xqK9oe1K0tissF2bloPQeYgLN4BI0Y4-lZzpEX2Q/edit?usp=sharing](https://docs.google.com/spreadsheets/d/1H1xqK9oe1K0tissF2bloPQeYgLN4BI0Y4-lZzpEX2Q/edit?usp=sharing)
  - Repository of key discoveries to be highlighted in an Annual Meeting session. Goal of building repository April 2018 - April 2019 with presentation at the 2019 Annual Meeting.
  - **Action Item:** Continue to add entries throughout the year!
  - Recruit entries from the BIT SIG? Or charge with review of entries?
    - Great to include the BIT SIG.
    - Could potentially recruit a student member to guide process and submission
  - Google alert or other automated literature search?
    - Who is on receiving end of alerts? Who is doing the initial scan?
    - **Action Item:** Anne to look into how google alerts can be linked to the listserv.
- Create gmail account just to collect these alerts so that we can sift through them at a later date?
  - Publication/presentation of methodology?
    - No true method established yet. Now just collecting from DHC.
  - Do need to add structure, now just crowdsourcing from DHC monthly calls. Perhaps a final/formal review group.
  - **Action Item**: Create a formal team to lead this charge. They can develop a methodology and then reach out to the BIT SIG. Goal to accept methodology during the Annual Meeting: Cynthia, Heather, Lorien, Danielle and Carly will collaborate and divide labor

- **Prospectus** and **One pager** -
  - **Action Item**: Continue circulating to your contacts that may be interested in sponsorship/exhibiting. Please Cc Mary Dean, mdean@sbm.org

- **Update on bringing WISH/CCC Meeting (Heather)**
  - EC Approved
  - CCC approved funding
  - Heather, Eric, and Syed will be on planning committee
  - Mon (evening)/Tues of Annual Meeting
    - Invite only meeting
  - Focus on technology and disparities
  - Thurs: open meeting to discuss what happened in closed session/discuss paper

- **EBM entries - any updates? (Emily)**
  - Add entries as you are able
  - Entries are here: [https://docs.google.com/document/d/1gWeXwBGbKBmOU9kh58BiwXQo-c5dhV29QatKjTeql/edit?usp=sharing](https://docs.google.com/document/d/1gWeXwBGbKBmOU9kh58BiwXQo-c5dhV29QatKjTeql/edit?usp=sharing)
- Link to folder here:

  [https://drive.google.com/open?id=0B-ZMYJLQ4WWEfmhYTWZvcEILY0VyySI95R](https://drive.google.com/open?id=0B-ZMYJLQ4WWEfmhYTWZvcEILY0VyySI95R)

  [GhaVXU3N0ZfZVktUjE5dDhmQUhrd3dRSThVbTQ](https://drive.google.com/file/d/1VHy4nUilgQ1RvWCXuaB5vllyIlVonQ7H/view?usp=sharing)

- Update on SBM Academic/Industry/Digital Health Survey (Madalina)
  - Revision here (seeking feedback):
    [https://drive.google.com/file/d/1VHy4nUilgQ1RvWCXuaB5vllyIlVonQ7H/view?usp=sharing](https://drive.google.com/file/d/1VHy4nUilgQ1RvWCXuaB5vllyIlVonQ7H/view?usp=sharing)
  - 1st survey was to establish member needs with academic/industry partnership.
  - Added items at the end related to member satisfaction with DHC.
  - **Action Item:** Please review offline and make comments/revisions in Google doc.
  - Final review on February call. Goal of sending before Annual Meeting so results can be reviewed at the Annual Meeting.

- Update on Policy activity (Heather/Amy)
  - Additional volunteers? Rebecca already signed up
  - Brainstorming regarding policy piece with AMIA, Ethics Working Group, & Sherry Pagoto that is digital health-based
    - Focus on disparities
  - **Action Item:** identify other interested individuals, have a call to discuss next steps
  - **Action Item:** Indicate interest in involvement/send ideas for topics to Heather, Amy, Anne, Mary
  - Possible ideas
    - Topics from WISH collab
    - FDA exemptions for certain categories of companies

- Update Xcertia standards - SBM commentary recommendation (Rebecca)
  - Have released first draft guidelines for mHealth
    - Available for public comment
  - Rebecca sent materials below for the council’s review and comment
Xcertia draft guidelines:
https://drive.google.com/file/d/1YtuC70ZZ9gbR31yDmWPK1l6dG2R39g1k/view?usp=sharing

Preview Release - Xcertia Guidelines:
https://drive.google.com/file/d/0BybHl9E6PN7nV0hNd1l1cEdFa00/view?usp=sharing

- Individuals are welcome to respond, but if SBM wants to give a formal response, it will need to be submitted to EC

  - Perhaps this could be related to health policy discussion down the road
  - **Action Item:** council members get back to Rebecca in a week with your initial thoughts and we can decide if the council would like to submit a formal response

**SIG Liaisons**

- **BIT SIG**
  - Danielle Jake-Schoffman accepted
  - Make sure that DHC activities are included in BIT SIG documentation/promotion of tech events
  - **Action Item:** Heather or Anne will add an agenda item to each call for Danielle to give relevant BIT Sig updates

- **Others?**
  - **Action Item:** think of other SIGs to include

**PWG on Genomics discussion sessions**

- Those interested contact Anne, ahahn@sbm.org
- The group is looking for those with experience and those who do not have experience and are uncertain or skeptical about integrating genomics into behavioral medicine
- Jan 12, 19- have experience
- Jan 26- little to no experience and skeptical
- 90-minute focus groups, BlueJeans, general discussion
● In person DHC meeting at Annual Meeting will be in Salon 23 from 7-7:50am on Friday, April 13.