

June 21, 2018, DHC Call

Attendees (type first and last names): Jessica Breland, Heather Cole-Lewis, Danielle Jake-Schoffman, Rebecca Ellis, Charles Jonassaint, Cynthia Castro Sweet, Carly Goldstein, Danielle Hartigan, Dani Arigo, Emil Chiazzi

MEETING MINUTES

Agenda:

- Council membership/organization
 - Welcome Charles Jonassaint!
 - Former BIT SIG chair, assistant professor at University of Pittsburgh. Research in health disparities and technology, particularly measuring and treating pain.
 - [Official 2018-19 council roster, following our recommitment emails](#)
 - About 20 members
 - Email any other new member suggestions to Heather
- Review of [May action items](#)
 - Review proposed advisory/subcommittee model and contribution grid (Heather)
 - **Mission of DHC:**
 - **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 it's membership to be at the forefront of the field.
 - New DHC Contribution Model Description (for discussion)
 - The subcommittees will be formed around special topics or action items that are aligned with our Council's mission.
 - Based on 2018-2019 proposed activities list an council's mission
 - Each subcommittee will have an appointed team lead (Coordinator), who will lead the efforts of that group and follow up with each member to ensure goals are accomplished.
 - Members are asked to serve on **two or more subcommittees**, and they will be responsible to for executing on the tasks of the subcommittee.
 - **non-DHC members** are allowed to participate in Subcommittees, however **participation does not equate to DHC membership**
 - Supporting DHC subcommittees is a good opportunity for interested people to learn more about how to get involved with DHC
 - DHC calls will be used to report out on progress, gain support and input

- Subcommittee Coordinators can make recommendations on the tasks to be completed (added/removed)
 - Tasks and subcommittees with no sign-ups will be reassessed.
 - We will keep a contribution grid to track participation of each member
 - [Contribution Grid Here](#) (draft, subject to input from DHC)
 - Feedback: good to keep people involved and accountable.
- Review grouping of council's planned actions for 2018-19 into subcommittees so council members can sign up (Heather)
 - **ACTION: Subcommittee Sign Up Sheet [here](#): Please sign up for two by June 22**, even if you cannot join the call on June 21.
 - **ACTION:** Heather and Lindsay/Angela will ask non-responders to sign up or evaluate their potential commitment. Subcommittees with little interest will be dropped.
 - Welcome Angela!
 - How much effort will each subcommittee take? The subcommittee coordinator can divide up tasks to make projects more manageable. Some projects also have clear end dates, or take place only at a certain time of year.
 - **Budget for any of these? No, the council does not have a budget, but could request SBM funds from the treasurer for special projects.**
 - Subcommittee and coordinator naming seems fine to the group.
 - Committees are suggestions. **If we find there is not enough support for an activity, we will consider removing it.**
 - There may be opportunity for overlap and coordination among subcommittees, especially for annual meeting abstract submissions. Should be careful to not compete or duplicate work. The coordinators (with leadership from the pub coordinator) will help ensure this does not happen.
 - **ACTION:** Lindsay will connect Heather with the SIG/ETCD Collaboration Hub.
- BIT SIG members who may have interest in Digital Health Year in Review (Dani & Danielle)
 - To educate SBM membership in new digital health trends. Replicate 1-2 hour session highlighting the digital health contributions of the past year

(modeled after similar sessions at TOS, etc). Could look like a systematic review, or could be more lighthearted list (David Letterman Top 10)

- Recommendations:
 - Charles Jonassaint (DHC member)
 - Megan McVay
 - Molly Waring
 - Lorraine Buis
- Review recommendation about if a clear definition of “digital health” is needed and where it should go (DHC website, in EBM) (Kate)
 - Start with EBM, and then reflect that on the DHC website (paraphrase and cite).
 - **ACTION:** Carly: Provide details on how to add items to EBM and add “digital health”
 - **August deadline for 2019 version.**
 - **ACTION:** Carly will determine if digital health entry exists and if it needs updating (Ellen may have worked on one:
<https://docs.google.com/document/d/1gWeXwBGIKbMOU9kh58Bi yXQo-c5dhnV29GQatKJtEql/edit> Carly will contact lead at Springer to verify deadline. Carly will provide these updates and link to the DHC listserv.
 - **ACTION:** Heather will send an email to Ellen with Carly copied) to ask if she worked on EBM digital health definition.
 - DHC could also contribute to the Wikipedia digital health entry, perhaps with a section on digital health in behavioral science, updated infographic, etc.
https://en.wikipedia.org/wiki/Digital_health
- Clarification of any overlap with BIT SIG mission statement revamp effort (Dani & Danielle)
 - Danielle: BIT SIG working this summer to revamp their mission, so not quite ready to compare the two of them. Will come in the next month or two.
 - **BIT SIG starting an Informatics Committee, meeting scheduled in July, contact Danielle if interested.**
 - Informatics Sub Committee Brainstorming meeting is:
 - 12 p.m. ET on July 11th

- SBM's conference line. 800-377-8846; Access Code:
89250669
 - They may produce webinars, policy briefs, etc.
 - SBM's AMIA liaison may want to be involved. (Syed Haider or co-chair identified by Amy Janke, SPLC Chair)
- **ACTION:** All will review SBM DHC website to determine if there are any other activities they recommend as part of subcommittees.

<https://www.sbm.org/about/board-councils-and-committees/digital-health-council>