**March 1, 2018**

**Attendees (first and last name): Heather Cole-Lewis, Mary Dean, Lindsay Bullock, Amy Janke, Jessica Breland, Danielle Jake-Schoffman, Syed Haider, Carly Goldstein, Anne Hahn, Madalina Sucala, Val Myers, Rebecca Bartlett Ellis**

<u>Meeting Notes</u>

- Announcements/DHC Promote yo'self
  - Carly's K-23 was funded by NHLBI, congrats Carly!
  - Rebecca receiving early investigator award at Midwest Nursing Research Society, congrats Rebecca!
  - See staffing update below!
- Digital Health Year in Review
  - 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/1HlxqK9oe1K0otissF2bloPQeYqLN4Bl0Y4-lZzpEX2Q/edit?usp=sharing
    - Solid methodology and premise
    - Will consolidate entries
    - Anyone else interested in being involved in group managing this?
    - SBM staff will create gmail account with alerts
      - dhcyearinreview@gmail.com
      - Password: SBMDHC2018!
      - Who would like to monitor this?
        - **ACTION:** Jessica Breland will check over next couple of months and perhaps council members can rotate filling this out
      - Need to set up alerts, decide what the keywords should be
        - **ACTION:** Danielle will take lead on getting this group together over email
- Update on bringing WISH/CCC Meeting (Heather)
  - Attendees - sent invites out, have until March 7th to RSVP
    - Waiting to see what the numbers will end up like
    - estimate 60 attendees
  - Schedule?

- ■ Posted on web
  - ○ Other Details
    - ■ Thursday afternoon : special WISH SBM session with report back from CCC meeting
      - ● 3:30-4:45 p.m. in the Marlborough Room
      - ● Will also update on what the WISH working group is
      - ● Will discuss what it will look like to bring WISH to SBM officially
    - ■ Informatics community, computing community, HCI community
    - ■ Those who do not usually come to SBM can attend first day of conference free of charge
- ● SBM Submission to AMIA annual meeting-
  - ○ Joint publication between TBM and AMIA's journal
  - ○ Sherri Sheinfeld-Gorin plans to help bring SBM submissions to the attention of the AMIA meeting chair
  - ○ **ACTION:** Please send potential topics/submissions for AMIA meeting to be earmarked as SBM submissions to Syed (shaider5@its.jnj.com), copying Heather
- ● EBM entries - any updates? (Emily)
  - ○ Entries are here: https://docs.google.com/document/d/1gWeXwBGlKBmOU9kh58BiyXQo-c5dhnV29GQatKJtEqI/edit?usp=sharing
  - ○ Link to folder here: https://drive.google.com/open?id=0B-ZMYJLQ4WWEfmhYTWZvcElLY0VySl95RGhaVXU3N0ZfZVktUjE5dDhmQUhrd3dRSThVbTQ
  - ○ Carly - has submitted twice recently and it is very easy!
  - ○ **ACTION:** Continue to add entries
  - ○
- ● Update on SBM Academic/Industry/Digital Health Survey (Madalina)
  - ○ See revised survey here: https://drive.google.com/file/d1VHy4nUiIgQ1RvWCXuaB5vzlyylVonO7H/view?usp=sharing
  - ○ **ACTION:** Please add your comments by 11:59 p.m. March 4, we would like to finalize and send soon

- - - We will send survey monkey to members and have data to present at AM18
  - Update Xcertia standards - SBM commentary recommendation (Rebecca)
    - No updates to share
  - **ACTION**: Syed and Heather are attending HIMSS and can report back on anything they hear about Xcertia there
- SIG Liaisons
  - BIT Sig
    - Danielle
      - 3 digital health related preconference workshops
      - Get the Tech You Need: goo.gl/rYutjj
      - #SocialMedia Interventions: goo.gl/uYgyBF
      - Commercializing Your innovation: goo.gl/joLVBF
    - Email Danielle anything you would like BIT SIG to promote
    - Weekly highlighting of digital health research on BIT SIG Twitter
    - Evening social event
      - Most likely Thursday evening from 6-9 p.m.
      - **ACTION:** Danielle will update via email and call notes once location is finalized
- Annual Meeting
  - SBIR Poster Walk Friday, April 13, 6:15-7:15pm. Need volunteers to meet & greet presenters (18 presenters). Cynthia will pick starting location and has list of posters.
  - Volunteers: Cynthia, Heather, Madalina
  - DHC walks around, meets presenters and tries to get them more interested in SBM/let them know how DHC can support/ encourage academic-industry partnership
  - **ACTION**: Cynthia will send an email asking for volunteers to help engage presenters
- Membership
  - Emil Chiauzzi, Principal Scientist at Patients Like Me, to be recommended to board as new member to join as of Annual Meeting.
    - **ACTION:** Heather and Anne will recommend Emil to the Board and he will be invited to the in person meeting

- ○ At Annual Meeting and after, we will reach out to all DHC members assess interest in continuing for an additional year.
    - ■ Will limit people joining to just before and just after meeting to build momentum around DHC's activities

- ● Annual Meeting business meeting:
  - ○ Salon 23 from 7-7:50am on Friday, April 13
  - ○ Want to revisit purpose as a council and refocus for the coming year; Will review results from Survey
  - ○ **ACTION:** Please attend DHC business meeting Salon 23 from 7-7:50am on Friday, April 13
  - ○ **ACTION:** please make an effort to attend BIT SIG event on Thursday evening for networking with BIT Sig and DHC members
  - ○ **ACTION:** please consider attending the Thursday afternoon session about WISH on Thursday from 3:30-4:45 p.m. in the Marlborough Room
  - ○
- ● Staffing update:
  - ○ Mary Dean is leaving SBM and Lindsay Bullock will be the new SBM Executive Director
  - ○ Mary has taken a promotion within EDI