Thursday, March 7th in DC

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 it's membership to be at the forefront of the field.

Attendees: Michael Diefenbach, Sherry Pagoto, Cynthia Castro Sweet, Madalina Sucala, Katie Wac, Danielle Blanch-Hartigan, Danielle Jake-Schoffman, Dani Arigo, Jessica Breland, Val Myers, Jennifer McClure, Stephanie Goldstein, Carly Goldstein, Emil Chiauzzi, Brian Keefe, Rebecca Bartlett Ellis, Lindsay Bullock, and Angela Burant

Meeting Minutes:
- Subcommittee Leads gave highlights what their subcommittee did over the past year
  - Industry Working Group (Cynthia)
    - In depth interviews that lead to a forced choice survey with a couple hundred responses.
    - The survey will be used to answer questions people have about industry and help figure out what people don't know about industry. Overall, the survey will help to better connect behavioral medicine with industry and help students learn how to get into industry.
  - Strategic partnerships
    - BIT SIG (Danielle Jake-Schoffman)
      - More transparency and open communication between the SIG and DHC council. They collaborated on annual meeting planning such as sessions they hosted and creating a document that shows all the digital technology sessions. Also helped to clarify the difference between DHC and the BIT SIG.
    - ETCD (Val Myers)
      - ETCD and DHC collaboration has allowed a lot more communication and transparency between the two.
  - Publications and Comm. (Danielle Hartigan)
    - One symposium and 4 panels accepted and sponsored by DHC
  - Strategic Outputs (Madalina)
    - 5 year digital health road map
      - Presented a PowerPoint on the findings from the group's survey
  - Year in Review (Jessica)
    - Framework for reviewing
    - There was a panel at the AM that discussed in further details digital health that the subcommittee helped put together
  - AM Support (Val)
    - Helped with outreach to exhibitors and sponsors but doesn't know how much that impacted who we got this year. Exhibitors and sponsors were up from last year so this could be because of the subcommittee's help.

- One important thing to note is that academic institutions can be sponsors and shouldn't be overlooked.
- Now is the time to start asking for sponsorships for next year's annual meeting
- This subcommittee distributed information on the health fair, although it turned into a different type of session it was still helpful. Next year if we do the same thing, we would just need a lot more time to get the announcement out.
- This subcommittee also reviews the annual meeting app. Next year it would be helpful to be able to review it sooner and get a digital health expert's input before the app is released.
- First agenda after this meeting we should discuss the app issues and what we could be better in next year's app.
- Add something where people can give feedback or get analytics on when it doesn't work or people get stuck.

- Feedback on how the subcommittee structure worked or didn't work
  - Madalina- It went really well and it was easy to get calls together as well as communicate over emails. The structure makes people more accountable.
  - Katie- Felt Madalina's leadership was great!
  - Some didn't get the same type of communication with their leaders and groups as others did. Some subcommittees just had a better structure to them by nature than others.
  - Some subcommittees needed monthly meetings and constant check ins while other didn't need to meet as often.
    - Since this was the first year for subcommittees, the process of how to communicate and how often was left up to the chairs.
    - Some subcommittees required more work than others
    - Some subcommittees didn't have much to do all year then as the annual meeting came closer it was crunch time to get things done.
  - Dani- She felt her subcommittee was more structured but it helped to make the subcommittee run smoothly and she always felt well informed with what was going on and what she needed to do.
  - Some people felt deadlines were confusing or felt overwhelming because of crunch time to get things done.
  - Maybe some work can be more spread out over the year, but some subcommittees by nature will have tasks that need to be done in a short amount of time.
  - Cynthia- Suggested we send a survey to the council on how the subcommittees worked and what we could improve on next year. Cynthia will work with Angela to get a survey out to the council shortly after the annual meeting.
  - Carly- Structure was good but she sometimes felt disconnected from other parts of the council on calls because she would hear updates from subcommittees about stuff she didn't know was going on.

- ○ There is a lot of value in initiatives and leaders to help get things through
- ○ For next year we could maybe do a ranking system of the subcommittees that require more work, more members, and overall what are the most important ones right now in the digital health world.
- ○ We could possibly engage SBM champions in helping with some subcommittee projects
  - ■ Also just improving on our liaisons outside of DHC
- Should we set a time frame for subcommittee leader commitment or just whenever someone decides they want to step down?
  - ○ The council has a 3 year term but it can be up for renewal
  - ○ Cynthia will send out some surveys on leadership and commitment to subcommittees
- Goal to aim for is to make 75% of the calls but sometimes this isn't possible
  - ○ If leaders can't make a call, then they should have someone from their subcommittee join the call to give updates.
  - ○ If no one from the subcommittee can join the call, then the meeting agenda should still contain updates, even just saying no updates so that we know the subcommittee leader did look at the agenda.
- Next steps: How do we change subcommittees going forward. We will send out a survey and go from there to see if we have fewer subcommittees or if people want to move to different subcommittees.
- Discussed how after the annual meeting we will be reviewing the council members to see if some are up for renewal or if some should be asked to leave the council if they are no longer being active in the council.
  - ○ There isn't a formal open call for people to come on the council.
  - ○ We would like to see more people who have worked or who do work in academic/industry
  - ○ The council is open to names of people you think might be a good fit for our council.
  - ○ There are about 20 members on the council but it doesn't always feel like this due to low participation on calls.
  - ○ Come June subcommittees should have a goal for what they want to accomplish come the next annual meeting
- A doodle poll will be sent out for April-June monthly calls
- Madalina presented her DHC Strategic Outputs report PowerPoint.
  - ○ Danielle Hartigan- Somehow prove that if by bringing psychologists (behavioral scientists) people onto a company with a mobile app will it help improve profits?
    - ■ Corporate social responsible companies have bigger returns
  - ○ We could have a training subcommittee? Or under ETCD liaison we help support a training
  - ○ DHC Strategic Outputs will be very helpful going forward