**HE2AT Center Research Project 2**

**Meeting Minutes**

**Meeting date: Friday, April 21st, 2023; 14h00**

**Venue / link:** Microsoft Teams **Join on your computer, mobile app or room device**

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**Members Attended:**

|  |  |
| --- | --- |
| **Organization** | **Member** |
| WHC | Craig Prker(CP), Relebohile Motana (RM) |
| AKU/CeSHHAR | Cherlynn Dumbura (CD), |
| UW |  |
| IBM-RA | Sibusisiwe Makhanya (SM), Etienne Vos (EV), Craig Mahlasi (CM), Tamara Govindasamy (TG), |
| UCT | Christopher Jack (CJ), Lisa van Aardenne (LvA), Pierre Kloppers (PK) |
| UPCG | Gueladio Cisse (GC) |
| NIH |  |
| Apologies | Bonnie Joubert (BJ), Abdoulaye Tall (AT), Iba Dieudonné Dely (ID), James Mashiyane (JM), Kimberly McAllister (KMA), Yao Etienne Kouakou (YEK), Zubeida Patel (ZP), Darshnika Lakhoo (DL), Okoue Emerence (OE), Madina Doumbia (MD), Ijeoma Solarin (IS) |

1. **Agenda**
2. Planning for Abidjan workshop
3. Health Data Acquisition Update for Joburg and Abidjan
4. Papers and conferences update
5. Urban Climate Model developments
6. Health data codebook
7. Consortium-wide data sharing agreement progress
8. Wiki and Jupyter Lab training
9. DSI Harvard deep learning and planetary health training opportunities
10. AOB
11. **Summary of meeting discussion and decisions**
12. *Abidjan workshop*

* Dates: May 30th (team planning meeting); May 31st – June 1st (Workshop)
* Suggested days for announced colleagues from SAF: arrival latest on May 29th , departure earliest June 2nd .
* Announced possible colleagues to come:
  + From Wits: Relebohile Motana, Darshnika Lakhoo
  + From IBM. Sibusisiwe.Makhanya , Craig.Mahlasi, Tamara Govindasamy
  + From UCT: 1 person
* Participants: invitation letters are sent; confirmation and name of representatives from invited partners not yet received

1. *Health data acquisition for Johannesburg and Abidjan*

* Lebo presented slides giving the updated figures: overall 115 targets, 4 at DTA stage
* Need: calls and other follow-up actions to be done/intensified
* Abidjan workshop: to be a good opportunity for intensified communication and follow-ups with data owners

1. *Papers and conferences update*

* UCT: possible participation at two forthcoming conferences (Washington, London)
* Others: please complete regularly the shared file

1. *Urban Climate Model development*

* Updates presented by IBM and UCT
* To be followed up: how to bring together what UCT and IBM are doing on this

1. *Health data Codebook*

* A meeting held on 20 April
* Work in progress

UCT: possible participation at two forthcoming conferences

1. *Consortium data sharing*

* IBM still waiting for an internal feedback (issue being that IBM is a US company)
* UCT waiting feedback from IBM
* Others: to read the current version

1. *Wiki and Jupyter Lab training*

* Updates presented

1. *DSI Harvard Deep Learning opportunity*

* Applications done from Wits (CP) and Ceshhar (CD)

1. *AOB*

* Theory of change (UCT): a meeting is planned for Monday 21, with CJ + Gloria + Alex; team in CI received inputs from UW (CB) and looking forward to collaboration and comments from UCT (CJ)
* Recommendations:
  + a. Clarify and confirm next steps for each topic discussed
  + b. Assign responsibilities and set deadlines for action items
  + c. Track progress on each action item and discuss in future meetings
  + d. Address challenges and barriers to ensure a smooth process

*See Action items below*

1. **Action items**

|  |  |
| --- | --- |
| **Action Item** | **Person Responsible** |
| 1. Plan and organize the Abidjan workshop | GC |
| 2. Schedule a special meeting on communication matters | CJ |
| 3. Scale up contacts with data owners | GC, MC |
| 4. Pursue face-to-face meetings for codebook and stakeholder engagement strategy | CJ |
| 5. Conduct stakeholder engagement activities in Johannesburg | CJ |
| 6. Apply for deep learning course and develop planetary health content | CP, CD, |
| 7. Compare machine learning methods with statistical models in urban climate modeling | SM, EV, CJ |
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