**Agenda**

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| Meeting Information | | | |
| **Meeting Location:** | Phone | **Meeting Time:** | 1:00 pm – 2:00 pm ET |
| **Dial In:** | 877-262-2695 | **Access Code:** | 100856 |

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| Attendees | | | | | |
| **Name** | | **Attended** | **Name** | | **Attended** |
| Steven Reis | Pittsburgh |  | Jennifer Humensky | Columbia |  |
| Elaine Morrato | Colorado |  | Elaina Sendro | The Chartis Group |  |
| Harold Pincus | Columbia |  | Paige Ottmar | The Chartis Group |  |
| Lindsay Lennox | Colorado |  | Other: | |  |

| Agenda/Minutes | | |
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| Agenda Item | **Points of Discussion** | Meeting Notes/Follow-up |
| **Evaluation Updates** | * Discuss how to identify end users for evaluation interviews * Check in on ACT survey status | Zainab has survey in Qualtrics  -Questions remain around the type of questions we’re asking and who we expect to complete the survey  -We aren’t targeting end users in this survey, but we do want to better understand end user activity |
| **Training Outreach** | * Review draft pilot study outline in preparation for next executive committee meeting | What’s the scale for this training?  -How pragmatic vs. explanatory do we want to be?  **Discuss on October 15th Exec. Committee meeting** |
| **Node Naming Convention** | * Finalize node names and share with sites for comments | Communicate the thought process when sharing the node name recommendations.  Elaina to let the PIs know about this just incase anything raises to their level  Elaina to check in on Vanderbilt, where their data is coming from (they have a partner institution – is this data reflected in ACT?) |
| Outstanding/Future Agenda Items | | |
| **Next Meeting:** | 9/30;  Dissemination paper – key figures, tables, for comment (10/7) | |