AGENDA

SMDM Workshop – Obs/RCT

Date 2018-08-20

Location: IWK Childrens, K8508

Call-in details:

* Online: https://zoom.us/j/518184727
* Phone: Canada: +1 647 558 0588
* Meeting ID: 518 184 727

Confirmed: Chris Cameron, Marsha Campbell-Yeo, Tim Disher

Regrets:

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| Item |
| 1. Welcome and review of main meeting objectives:    1. Project overview and timelines    2. Course structure    3. Code needs    4. Roles and responsibilities    5. Financials |
| 1. Discussion item 1 – Project overview and timelines    * Presentation during 0900-12:30 slot on October 14    * Question – What is our goal for all materials?    * ACTION: |
| 1. Discussion item 2 – Course Structure    * Suggested:      1. Housekeeping – 0900-9:15      2. Introduction/Theory (Chris) – 9:15-9:45      3. Review of example case (Marsha) – 9:45-10:15      4. Break – 10:15-10:30      5. Hands on (Tim) – 10:30-12:00      6. Questions – 12:00-12:30    * ACTION: |
| 1. Discussion item 3 – Code needs    * Question – Are we simulating data? Do we want to be able to spin into a paper?    * ACTION:      1. Monthly recurring meetings for methods group      2. Bi-monthly recurring meetings for whole group |
| 1. Discussion item 4 – Roles and responsibilities    * Chris    * Marsha    * Tim    * ACTION: |
| 1. Discussion item 5 – Financials  * Question: Honorarium, hotel room coverage |