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| **Meeting/Project Name:** | ORD SPR Advisory Group Monthly Meeting | | |
| **Date of Meeting:** | Tuesday, August 22nd 2023 | **Time:** | 3:00-4:00 PM ET |
| **Meeting Facilitator:** | J. Constans | **Location:** | MS Teams |

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| MEETING OBJECTIVE |
| Provide the committee with updates and address next steps for future initiatives and projects |

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| ATTENDEES LIST *(check mark indicates attendance)* | | | |
| **Committee Members:** | Bob O'Brien  Joseph Constans | Miriam Smyth  Peter Hunt | Sumitra Muralidhar  Vetisha McClair |
| **Advisory Group:** | David Atkins  Steven Dobscha  Stephanie Gamble | Brian Marx  Stephen O’Connor  Susan Strickland  Melissa Mehalick | Wendy Tenhula  Lisa Brenner  Matthew Miller  Jodie Trafton |
| **Speakers:** | Caroline Mwonge  Maharsi Naidu  Max Shpilband |  |  |
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| **Support Staff:** | Imani Braxton-Allen (Titan Alpha) | A’Driayon Dickerson (Titan Alpha) |  |

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| MEETING NOTES |
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| * Executive Committee   + The first agenda item concerns the structure of the Executive Committee (EC). The EC will be largely based on the membership of this group, the Advisory Council.   + The purpose/function is to work with the suicide prevention AMP in creating research opportunities and ensuring that those research opportunities are in in alignment with the needs of the Department of Veterans Affairs, in particular, the Office of Mental Health and Suicide Prevention.   + The structure of the Executive Committee will include both scientist representatives and non-conflicted members, including mostly administrative people from all the mental health and suicide prevention, as well as some other agencies within VA. The EC will also have, as voting members, representatives from the Department of Defense and National Institute of Mental Health. The idea here is to have a format where investigators and administrators are involved and can communicate about both.   + There was a few comments Dr. Constans received from the meeting last month:     - 1. There were not expirations dates for some of the members.       * One way to address that is the voting members of the committee, individuals who have operational roles in the VA as well as our partners in NIH and DoD, would be essentially ex officio members. They would be members by nature of their appointment, so as other individuals rotate into those positions, we would ask that those individuals participate in this committee.       * **Action item:** Must contemplate and create a plan for how to get new blood into the other positions. Dr. Constans will create a quick, potential rotation plan for every two years.     - 2. The importance of having communication transparency and in particular notifying all members in advance when voting on issues might occur.       * One of the plans regarding any sort of priority setting is to release the Minutes through the sprint listserv within two weeks of that meeting, so that there is no sort of proprietary information. Similarly, Dr. Constans thinks we could release announcements about agendas, not only to this group but to the field as well.     - **Action Item**: Dr. Constans will include these changes in the document. * Suicide Prevention Actively Managed Portfolio Analysis   + There are a few goals for September:     - 1. To make progress on the purview statement. The purview statement is what the suicide prevention AMP will manage and be responsible for completing.     - 2. To present the developed documents that the Advisory Council has created to the IRM to ask for formal commissioning and approval of the structure that we have for this suicide prevention.   + Caroline Mwonga presented a slide deck on the portfolio analysis. High-level details include:     - The Team is still doing some last-minute tweaking and finalization on our portfolio analysis.     - A publication review is being conducted with a little bit of machine learning to build that analysis out.     - In defining the portfolio for suicide prevention, the time frame of 2005 to June 2023 was selected, which defined 149 (90 active and 59 completed) projects as part of the suicide prevention AMP.     - Those projects have been allocated to date $19.5 million.     - The Team investigated the awarded amount versus allocated amount, so throughout the identified time frame, $218 million has been awarded to the suicide prevention AMP.     - Another area that the Team investigated is the largest contributor of projects in terms of project and funding of the 149 defined for this AMP. HSR&D is the largest contributor with 74 of the 149 projects accounted for and roughly $8 million in allocated funding. CSR&D is second with 40 projects and $5 million in funding.     - Clinical trial was another area the Team looked at and a third of the projects in the suicide prevention AMP are considered clinical trials.     - From 2005 to 2023, those 149 projects identified have had 105 unique investigators. There are currently 75 active investigators across 90 projects today as of June 2023, and 2023 was the most active year in terms of investigators as well as active projects.     - Out of those 149 projects in the AMP, 235 publications have been produced. * Next steps   + Send Dr. Constans specific suggestions regarding the suicide prevention AMP analysis via email.   + Dr. Constans to compile suggestions and send them to Caroline for the next iteration. |
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| **Action Items:**   * Create a plan for how to get new blood into the other EC positions. * Update the EC Charter to include the identified changes. | Dr. Constans |