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| **Meeting/Project Name:** |  ORD SPR Advisory Group Monthly Meeting |
| **Date of Meeting:**  | Tuesday, September 26th, 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:** | [x]  Bob O'Brien[x]  Joseph Constans | [ ] Miriam Smyth[x]  Peter Hunt | [ ] Sumitra Muralidhar[ ]  Vetisha McClair |
| **Advisory Group:** | [x]  David Atkins[x]  Steven Dobscha[x]  Stephanie Gamble | [x] Brian Marx[x]  Stephen O’Connor[x]  Susan Strickland[x]  Melissa Mehalick | [ ] Wendy Tenhula[ ]  Lisa Brenner[ ]  Matthew Miller[ ]  Jodie Trafton |
| **Speakers:** | [x]  Caroline Mwonge [x]  Maharsi Naidu[x]  Max Shpilband [x]  Carol Fowler | [x]  Aman Mehmood |  |
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| **Support Staff:** | [x]  Imani Braxton-Allen (Titan Alpha) |  |  |

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| MEETING NOTES |
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| Agenda:* Update on completion of governance documents (Maharsi/Joe)
* Review of the portfolio analysis (Caroline)
	+ The intended presenter was unable to join the meeting, so we did not review the portfolio analysis.(Portfolio Analysis can be found in the TEAMS folder for this specific Advisory meeting)
		- We will dive deeper into this as we go into the priority setting process
* Review of the Purview Statement (Joe)
	+ Review of establishing the AMP and IRM
		- 3 documents have been submitted to ISRM
		- Includes completion of a number of required governance documents, including the portfolio analysis.
		- Received several comments that the Purview Statement was board, however, it was intended to be broad because it does not outline what the intended priorities are but instead lists out a broad vision of what research Suicide Prevention might manager
		- RPA codes will be used to pull projects out that are relevant, uh and to certain areas particularly when we get requests from Congress or upstairs at VHA
* Next steps… Priority Setting (Joe/Maharsi)
	+ What and Why of AMP Critical Research Priorities
		- CRADO Communication- AMP requirement: identify specific goals and a plan to achieve them, ideally in collaboration with relevant clinical/operations stakeholders.
		- AMP Critical Research Priorities- are a tool to direct short and medium-term planning that details the specific team-based and/or interdisciplinary types of research projects and corresponding timeline the AMP will pursue to achieve its research goals.
	+ Developing Critical Research Priorities
		- General Principles
			1. Priorities should reflect the research translation spectrum.
			2. Broad representation across interested parties via surveys
			3. In-depth, iterative feedback from focus groups, Delphi panel
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| **ACTION ITEMS** |  |
| **Make last round of edits to the Purview Statement** | Entire group |