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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:** | 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  Carol Fowler | Aman Mehmood |  |
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| **Support Staff:** | 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 |