1. Purpose
Given the urgency to find solutions to accelerate an end to the pandemic and mitigate its effects, the BC COVID-19 SRAC is convened to advise the Province on the priorities, funding, coordination and dissemination of research projects and their results. The focus is on the BC-specific research needs and strengths in the context of national and global research initiatives.

2. Membership and Leadership
2.1. Members in the committee will be appointed by the BC Ministry of Health (MoH) and the Michael Smith Foundation for Health Research (MSFHR)
2.2. The committee will be comprised of:
   2.2.1. Co-chairs: one appointed by the Office of the Public Health Officer (PHO) and one from the MSFHR
   2.2.2. At least three subject matter experts from diverse health research backgrounds including biomedical ethics and the Network Environments for Indigenous Health Research
   2.2.3. Chief Scientific Officer MSFHR
   2.2.4. Members to provide the perspective of health system decision makers including the BC MoH and Health Authorities
   2.2.5. Members of the public

3. Mandate and Duties
3.1. The committee reports to the BC MoH Associate Deputy Minister and the PHO through the Chairs
3.2. The committee has the responsibility to advise on:
   3.2.1. The understanding of provincial COVID-19 research needs and questions (including those across the healthcare system) as they are being defined
   3.2.2. The development of provincial COVID-19 research frameworks as necessary
   3.2.3. The identification of emerging research issues and responses
   3.2.4. The coordination of research resources and infrastructure to support COVID-19 research
   3.2.5. The development and implementation of a provincial knowledge translation strategy to support the translation of COVID-19 research evidence into practice

4. Operations and Documentation
4.1. The committee’s work will be defined and guided by a project plan and communications plan
4.2. The committee will meet by teleconference at the call of the co-chairs
4.3. Every effort will be made to schedule meetings to facilitate full attendance by all members
4.4. Decisions will be made by consensus
4.5. The committee may convene working groups to inform specific tasks
4.6. Administrative support for the committee, including recording of meeting notes, and the development of reports and communication materials, will be provided by the MSFHR secretariat