

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