

Terms of Reference | April 7, 2020

BC COVID-19 Strategic Research Advisory Committee

1. Purpose

Given the urgency to find solutions to accelerate an end to the epidemic 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 to support the health system response. The committee's work will also be available to help inform other stakeholders' research activities. The particular 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 Planning Section Chief, Health Emergency Coordination Centre and the Michael Smith Foundation for Health Research (MSFHR)
- 2.2 The committee will be comprised of at least six members, including:
 - 2.2.1 Representative of the Office of the PHO (chair)
 - 2.2.2 At least three subject matter experts from diverse health research backgrounds
 - 2.2.3 Scientific Director MSFHR (ex-officio)
 - 2.2.4 BC Ministry of Health Research Office representative (ex-officio)

3. Mandate and Duties

- 3.1. The committee reports to the Planning Section Chief, Health Emergency Coordination Centre and will pass on important observations to the Provincial Health Officer.
- 3.2. The committee has the responsibility to advise on and support:
 - 3.2.1. The understanding and documenting of provincial COVID-19 research needs (including those across the healthcare system) as they are being defined;
 - 3.2.2. The development of a provincial COVID-19 research framework;
 - 3.2.3. The Identification of emerging research issues and responses.
- 3.3. The work of the committee will help inform MSFHR's COVID-19 research response.

4. Operations and Documentation

- 4.1 The group will meet by teleconference at the call of the Chair
- 4.2 Every effort will be made to schedule meetings to facilitate full attendance by all members.
- 4.3 Decisions will be made by consensus.
- 4.4 The committee may convene working groups to inform specific tasks
- 4.5 Administrative support for the committee, including recording of minutes of meetings, and the development of reports and communication materials, will be provided by the MSFHR secretariat.