

Global Earthquake Model Canada National Steering Committee

Terms of Reference

Name

Global Earthquake Model (GEM) Canada National Steering Committee

Values & Principles

Canada's membership in the Global Earthquake Model Foundation is based on the desire to improve the knowledge and tools required to assist Canadian communities to become more resilient to earthquake hazard. The National Steering Committee will guide the work of GEM Canada experts in an open and transparent way that ensures maximum access to the knowledge and tools for the communities that need them. In the spirit of reconciliation, the committee's work with indigenous communities will be based on recognition, rights, respect, co-operation, and partnership.

Members

One representative from NRCan who will act as Chair and represent Canada at the GEM Governing Board

One representative from Public Safety Canada (PSC)

One representative from Defence Research and Development Canada (DRDC)

One representative from the Insurance Bureau of Canada (IBC)

One representative from a national or regional indigenous group

One representative from the Institute for Catastrophic Loss Reduction (ICLR)

One representative from a province or territory

One representative from the Canadian Institute of Planners (CIP)

One representative expert in catastrophic financial risk and/or representative from Department of Finance

One non-voting member from NRCan to act as secretary to the committee

The role of representative members is to represent the broader constituency of their group or sector rather than their individual institution, to convey the relevant needs of that constituency to the committee and to communicate back the work of GEM in Canada.

Goals

The primary goal of the GEM Canada Steering Committee is to oversee the plans and activities related to Canada's membership in the Global Earthquake Model in order to improve the knowledge and tools required to assist Canadian communities to become more resilient to earthquake hazard.

Responsibilities

- Identifies and recommends priority research issues to the Canadian Expert Working Group to advance national interests in disaster risk reduction.
- Identifies and recommends priority research issues to the GEM Governing Board to support priority setting by the international consortium.
- Identifies opportunities for funding to further GEM-related research
- Acts as a conduit to partner organizations and stakeholders to ensure that the interest of all stakeholders are communicated and understood.
- Facilitates engagement between GEM Expert Working Group and stakeholders
- Reviews and evaluates progress on GEM-related research and engagement activities

Deliverables

- Bi-annual meetings (called by the Chair and include an update and report on proposed activities from the GEM Expert Working Group). Additional meetings will be scheduled as necessary.
- Minutes of committee meetings
- Annual status updates on GEM activities and opportunities in Canada

Resources and Budget

- There is no statutory budget for the operations of the GEM Canada National Steering Committee
- Most meetings will be held by video- or teleconference
- Communications outside of meetings will be conducted via emails and direct phone calls

Governance

- The Chair and Secretary will prepare a standing agenda for the meetings; members will provide ahead of time other items they wish to see discussed.
- The Chair has full participation and will facilitate the discussions.
- The Secretary will record minutes of the meeting including action items and provide those to all members within one week of the meeting. Decisions will be taken by consensus.
- The Chair will report on upcoming and past meetings of the GEM Governing Board