

## Agenda for Steering Committee Meeting – Jan 29<sup>th</sup>

Location: CIC Boardroom

Start: 12:30 Sandwiches; meeting commences at 1 pm. Meeting length <2 hours

Invitees: All Steering Committee Members

### Agenda

1. Status of TRM documents and availability
  - a. TRM Booklet
  - b. TRM Main Report
  - c. TAWG Reports on Critical Technologies
  - d. Environmental Scans prepared by NSERC- Knowledge Management
  
2. Review of Communications Plan
  - a. Printing of various reports
  - b. Approval of photos to be used in TRM documents
  - c. Electronic distribution
  - d. Briefings of various Ministers
  - e. AIAC briefing
  
3. Feedback from Industry session of Jan 13<sup>th</sup> regarding TRM moving forward
  
4. Sign off of TRM document
  
5. Support for TRM projects, going forward
  
6. Printing, presentation and availability of TRM reports
  
7. Preparation of Agenda for Meeting of MAA, as a whole
  
8. Draft TOR for SC going forward; motion for SC to continue
  - a. Presentation of doc to MAA
  - b. Concluding commentary on what next for TRM