



**16th IPHE Steering Committee Meeting (SC)
November 18, 2011
Berlin, Germany**



Friday, November 18th, 2011



1. SC Welcome

1.1 Welcome

Welcome by the Host and SC Chair



1. SC Welcome

1.1.1 Welcome and Introductions

- Roundtable Introductions

1.1.2 New Delegates and Observers

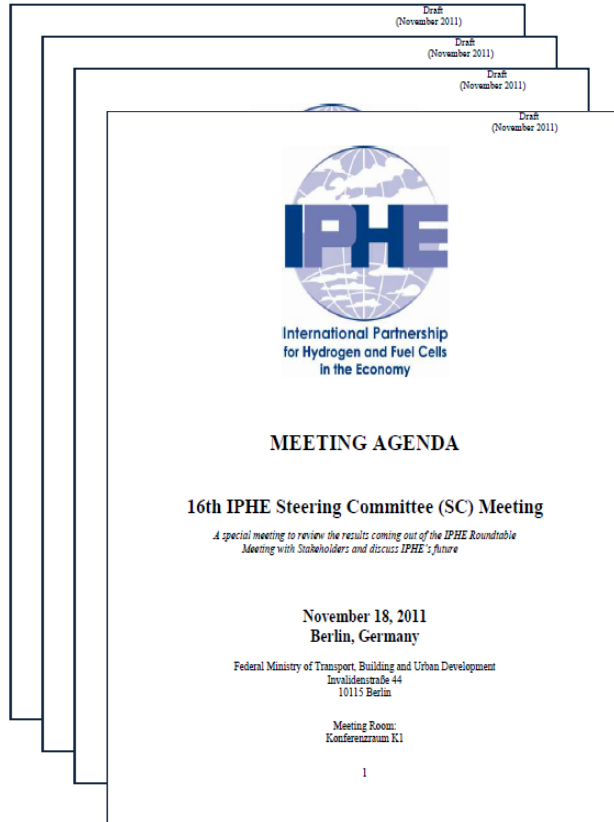
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1. SC Welcome

1.2 Adoption of the Meeting Agenda and Objectives

Meeting Objectives:



- To discuss the findings of the IPHE Roundtable Meeting with Stakeholders
- To discuss IPHE's future , focus and how to organize work in a second term
- Short update on H2FC developments in IPHE countries and IPHE's business
- To discuss advanced concept of the workshop on H2 as storage medium for renewable energies



1. SC Welcome

1.3 Adoption of the Minutes from the 15th IPHE SC Meeting in Vancouver, May 2011





2. SC Business Overview and Update

2.1 Overview and Update from the 15th IPHE SC Meeting in Vancouver, including Action Items and Decisions

- Continued exchange of knowledge by external presentations
 - H2FC deployment - IEA-HIA Task 30
 - Interactive Roundtable Discussion on End Use
- Pursuing strategy of having IPHE workshops and producing documents (Global Policy Update)
- Approval of holding the IPHE Roundtable Meeting with Stakeholders





2. SC Business Overview and Update

2.1 SC Action Items (Vancouver)

1. *SC members are asked to provide comments on the new IPHE website design by May 31, 2011*

Status

- Members have commented
- Website has been launched beginning of August 2011



2. SC Business Overview and Update

2.1 SC Action Items (Vancouver)

2. *SC members are asked to provide updated country information for the IPHE website.*

Status

- Global Policy Update provides this information
- Countries are asked to check their country information on the IPHE website



2. SC Business Overview and Update

2.1 SC Action Items (Vancouver)

3. *Member countries are asked to publish a link to the IPHE website on their country websites.*

Status

- ???

4. *SC members are asked to provide funding information for 2010 by June 1, 2011. The funding number should include federal funding for R&D and demonstration projects, as well as subsidies*

Status

- Completed
- Information is included in the Global Policy Report



2. SC Business Overview and Update

2.1 SC Action Items (Vancouver)

5. *Korea will present additional information its fuel cell power plants at a future SC meeting*

Status

- Will be taken to the next SC meeting

6. *Each country is asked to appoint a representative to the Education WG by June 30, 2011, or indicate if they do not wish to participate*

Status

- No feedback received, only Norway responded in addition to four active countries (EC, Iceland, Canada, Germany)
- Short Education Update will be presented under top 5.2



2. SC Business Overview and Update

2.1 SC Action Items (Vancouver)

7. *The RCS and Education work groups will present updates at the next SC meeting*

Status

- RCS WG meeting was held in San Francisco, September 2011 at the International Conference of Hydrogen Safety
- Short Update by Mike Mills under top 5.2 (tbc.)

8. *Comments on the stationary workshop report to be provided to the Secretariat by June 30, 2011*

Status

- No comments received



2. SC Business Overview and Update

2.1 SC Action Items (Vancouver)

9. *A one page-summary will be developed for each recent workshop.*

Status

- *Workshop reports from Demonstration Forum Shanghai, Electric Mobility Germany and Infrastructure California are available but not as a one pager.*
- *Question: How do we proceed with these reports?*



2. SC Business Overview and Update

2.1 SC Action Items (Vancouver)

- 10. The new task force on a workshop on hydrogen for renewable energy storage will start the preparation work and streamline the workshop objectives, content, and logistics. A status report will be presented at the next SC meeting*

Status

- Advanced workshop concept will be presented under top 5.1
- Further discussion on practical aspects at this meeting



2. SC Business Overview and Update

2.1 SC Action Items (Vancouver)

11. *Members are asked to volunteer to host the workshop on hydrogen for renewable energy storage, and a location will be decided at the next SC meeting.*

Status

- France and South Africa showed interests in hosting this workshop

12. *The Secretariat will contact organizers of the JRC-IG workshop on hydrogen degradation regarding IPHE endorsement.*

Status

- The workshop agenda and a questionnaire are in the binders
- A report will be available in early 2012



2. SC Business Overview and Update

2.1 SC Action Items (Vancouver)

13. *IPHE countries are asked to update their official SC representatives' roster by May 31, 2011.*

Status

- Completed
- No information received from Russia and Italy
- Only the current SC conatcts are in the IPHE distribution list



2. SC Business Overview and Update

2.1 SC Action Items (Vancouver)

14. The SC will approve the wording of the Annex to the MOU with IEA HIA via email.

Status

- *The IEA Secretariat provided a draft of the annex that was approved by the IEA HIA Executive Committee at its June ExCo meeting*
- *IPHE members have received the draft and are asked to provide comments by end of August. No objections!*
- *The annex has been signed by the IPHE Chair and the Chairman of the IEA HIE Jan K. Jensen*



2. SC Business Overview and Update

2.1 SC Action Items (Vancouver)

15. *Secretariat will send out the amended proposal paper next week, and SC members have one week to express major objections to the Roundtable proposal paper.*

Status

- Completed

16. SC members will use the finalized proposal paper within their governments and countries to encourage support for and participation in the high-level status meeting

Status

- Completed



2. SC Business Overview and Update

2.1 SC Action Items (Vancouver)

17. *SC members will submit recommendations for participants/speakers/panellists for the roundtable with stakeholders meeting by May 31, 2011.*

Status

- *Final agreement on the speakers and participants list by the task force in July 2011.*

18. *The Stakeholder Roundtable task force will continue its work planning the meeting with the objective of starting the invitation process in early summer 2011*

Status

- Completed



2. SC Business Overview and Update

2.1 SC Action Items (Vancouver)

19. *The U.S. (with the assistance of other countries who volunteer) will proceed with preparation of the 2011 Policy Report, using inputs to be provided by all IPHE members.*

Status

- Completed
- Global Policy Update is included in the binders

20. *The Secretariat will inform the Republic of Iran of the SC's decision not to extend them membership*

Status

- The Islamic Republic of Iran has been informed about the decision in July but has not responded to IPHE since then



2. SC Business Overview and Update

2.1 SC Decisions (Vancouver)

1. The EWG will continue its work developing a virtual hydrogen masters program.
2. The SC approves the concept of a workshop on hydrogen as a renewable energy storage medium.
3. A task force has been created to further develop the workshop on hydrogen as a renewable energy storage medium, consisting of France (lead), Germany, EC, New Zealand, U.S., Canada, Japan (pending confirmation) and Korea (to be considered).



2. SC Business Overview and Update

2.1 SC Decisions (Vancouver)

4. Regarding the endorsement of the JRC-IG workshop on degradation, the SC will not endorse this activity unless a direct benefit to IPHE (and its current focus on policy) would result.
5. The Stakeholder Roundtable meeting will be held in Berlin, Germany on November 17th, 2011 (SC meeting to be held on November 18th, 2011).
6. The SC endorses the concept of adding an annex to the MOU with IEA HIA regarding information exchange for Task 30.



2. SC Business Overview and Update

2.1 SC Decisions (Vancouver)

7. Unless major objections are submitted next week, the proposal paper (as amended during the meeting) is considered final.
8. The existing Ministerial Meeting task force (France, Germany, EC, Japan, China, U.S.) will hereafter be known as the “Stakeholder Roundtable Task Force” and is given the mandate to conduct the operational work of planning the meeting. Other IPHE members are invited to join the task force if they wish.
9. The SC approves the U.S. proposal to develop a policy summary report for 2011. Information regarding non-IPHE countries’ information will be included if possible.



2. SC Business Overview and Update

2.1 Short country updates



2. SC Business Overview and Update

2.1 SC Decisions (Vancouver)

10. The IPHE Commercialization report and the IPHE Policy paper will be twin documents, each updated on a rotating biennial basis (Commercialization 2010, Policy 2011, Commercialization 2012, and so on).
11. In the future (for IPHE's first term), the host of the next meeting will serve as SC vice chair.
12. Germany will serve as SC chair for one additional year and hold the position of the IPHE Secretariat (until December 2012).
13. No consensus was reached regarding the membership of the Republic of Iran; therefore Iran is not invited as an IPHE member



3. Reviewing the Discussion and Results from the Roundtable Meeting

3.1 Review and Summary of the Roundtable Meeting

- John Loughhead provides a short summary of the previous day
- SC representatives are asked to comment and present their perspectives of the Roundtable

3.2 Consolidating the discussion and recommendations of the Roundtable Meeting



Coffee & Tea



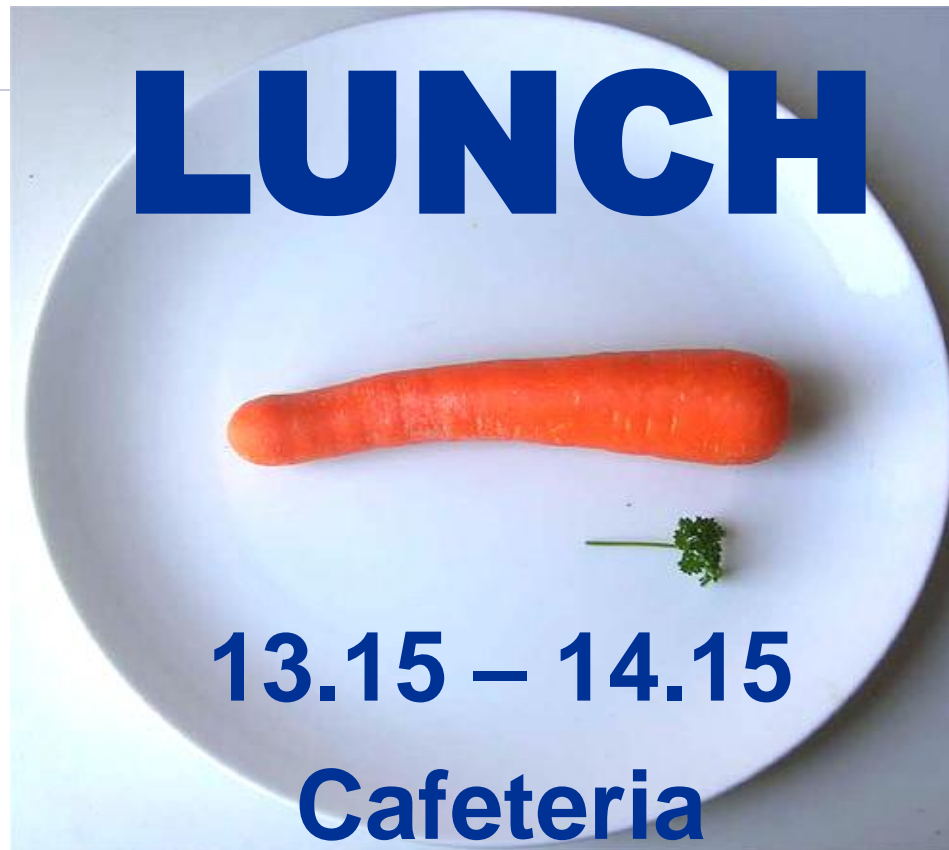


4. IPHE'S Future

4.1 IPHE's Future Role

Discussion of IPHE's Future and Work Focus

- Discussion of the Secretariat's Proposal Paper
- Future activities and actions
- IPHE documents and how to proceed with these
- Future goals and strategy
- IPHE 2nd term – yes or no



Please collect your food voucher!

Main course: Codfish filet with beetroot goulash and salat



5. IPHE SC Business

5.1 Workshop on Hydrogen as a storage medium for renewable energies

- Recalling the discussion
- Introduction of an advanced workshop concept
- Next steps, date and host



Coffee & Tea





5. IPHE SC Business

5.2 IPHE Initiatives and Working Groups

- Short Working Group's Updates
- Discussion how to proceed with IPHE initiatives and working groups

5.3. Next SC Meeting

- Date and host of the next SC meeting
- Vice Chairs for the next SC meeting



5. IPHE SC Business

5.4 Action Items and Decisions

- Wrap up of Action Items and Decisions



Joint Dinner

**Augustiner am Gendarmenmarkt
(Charlottenstrasse 55)**

7:30 p.m.

BRING CASH!!