



# **MEETING AGENDA**

## **5<sup>th</sup> IPHE Steering Committee Meeting**

**28 – 29 March 2006**

**Final Draft**

**Morris J. Wosk Centre for Dialogue  
& Delta Vancouver Suites  
550 West Hastings Street, Vancouver, BC V6B 1L6  
Tel: 604.689.8188 Fax: 604.605.8881  
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**International Partnership for the Hydrogen Economy**  
 5<sup>th</sup> Steering Committee Meeting  
 28 – 29 March 2006

**Final Agenda**

**27 March 2006**

12:00	Meet for Tours in lobby of Morris J. Wosk Centre 12:15 Departure	
<i>Boxed lunches will be provided for tour participants.</i>		
13:00-14:30	Tour of Ballard Power Systems	
15:00-16:30	Tour of the Institute for Fuel Cell Innovation at the National Research Council  Presentation by Fuel Cells Canada  Ride & Drive with the Vancouver Fuel Cell Vehicle Program	
17:15	Arrive back at Delta hotel / Morris J. Wosk Centre	
18.00	Meeting Registration and Welcoming Reception	
<i>Ballard Power Systems is sponsoring a Welcoming Reception at the Samuel and Frances Belzberg Atrium - Morris J. Wosk Centre. Light food and refreshments will be served.</i>		

## 28 March 2006

08:00	Welcome Breakfast	
<i>Hosted by BC Hydro. Sit-down menu.</i>		
<b>1. Welcome</b>		<b>Document</b>
09:00	1.1 Welcome 1.1.1 Opening Remarks from Host Member and Other Dignitaries 1.1.2 Introductions 1.1.3 New Delegates and Observers 1.2 Adoption of the Meeting Agenda 1.3 Adoption of the Minutes from 14 – 15 September 2005 SC Meeting	List of participants     SC-024-06 SC-025-06
<b>2. Steering Committee Updates</b>		<b>Document</b>
09:30	2.1 Member Statements <ul style="list-style-type: none"> <li>○ United States</li> <li>○ United Kingdom</li> <li>○ Russia</li> <li>○ Republic of Korea</li> <li>○ Norway</li> <li>○ Japan</li> </ul>	Room Document
<i>Steering Committee Members will present an 8-10 minute update on activities relating to their hydrogen and fuel cell research, development, and demonstration activities, including a brief review of timelines and targets, with emphasis on new developments, issues, and priorities.</i>		

10.30	Break	
<i>Hosted by Fuel Cells Canada.</i>		
10.45	2.1 Member Statements, continued <ul style="list-style-type: none"> <li>○ Italy</li> <li>○ Iceland</li> <li>○ Germany</li> <li>○ France</li> <li>○ European Commission</li> <li>○ China</li> <li>○ Canada</li> <li>○ Brazil</li> <li>○ Australia</li> </ul>	Room Document
12.30 – 14.00	Lunch	
<i>Hosted by the Canadian Hydrogen Association</i>		
14.00- 14.15	2.1 Member Statements, continued <ul style="list-style-type: none"> <li>○ India</li> </ul>	Room Document
<i>Mr. Shri Vilas Muttemwar, Minister of the Ministry of Non-Conventional Energy Sources, will offer a presentation on India's progress on hydrogen and fuel cell research, development, and demonstration activities.</i>		
<b>3. Secretariat Update</b>		<b>Document</b>
14.15	3.1 Secretariat Update 3.2 IPHE Priority Scorecard and Activity Matrix Update and Discussion	Room Document
<i>Mr. Graham Pugh, Executive Director of the IPHE Secretariat, will provide an overview of IPHE Secretariat activities and progress toward the realization of the IPHE Priority Scorecard and Activity Matrix.</i>		

<b>4. Implementation – Liaison Committee Update</b>		<b>Document</b>
15.00	4.1 General Overview 4.2 IPHE Project Evaluation Process Update 4.3 ILC Work Groups Update	
15.30	Break	
<i>Hosted by Fuel Cells Canada.</i>		
<b>5. Steering Committee Business</b>		<b>Document</b>
15.45	5.1 IPHE Awards Winners	Room Document
<i>The IPHE Awards Committee will present its decisions regarding the recipients of the first annual IPHE Awards.</i>		
16.15	5.2 IPHE Steering Committee Strategic Discussion	SC-026-06
<i>Rich Scheer, IPHE Secretariat, will facilitate a discussion on the “Discussion Paper for the Steering Committee: IPHE Strategic Approach”. Please see Appendix A for important details on the facilitated dialogue.</i>		
18.15	Adjourn	
18.30	Reception	
<i>PricewaterhouseCoopers will sponsor an evening reception at the Simon Fraser University Segal Graduate School of Business Building - 500 Granville Street. Light food and refreshments will be served.</i>		

## 29 March 2006

7:30	Breakfast	
<i>Continental breakfast hosted by Industry Canada.</i>		
<b>5. Steering Committee Business, Continued</b>		<b>Document</b>
8.30	5.3 IPHE Membership Task Force Discussion Paper	SC-023-05
<p><i>Rich Scheer, IPHE Secretariat, will facilitate a discussion on the “IPHE Membership Task Force Discussion Paper”. Please see Appendix A for important details on the facilitated dialogue.</i></p> <p><b><i>NOTE: This session will be closed to non-IPHE representatives.</i></b></p>		
10.00	Break	
<i>Hosted by Natural Resources Canada.</i>		
10.30	5.4 Demonstration Project Updates	
<p><i>Representatives from the EC, UK, and U.S., will offer presentations updating the members on their hydrogen and fuel cell demonstration programs, and strategies and analyses for the transition to the hydrogen economy.</i></p>		

<b>6. IEA Collaboration</b>		<b>Document</b>
11.30	6.1 IEA Collaboration <ul style="list-style-type: none"> <li>• Hydrogen Coordination Group Update</li> <li>• Summary of New IEA Publication – “Prospects for Hydrogen and Fuel Cells”</li> <li>• Prospectus for Collaboration on Hydrogen Energy Infrastructure Roadmap</li> </ul>	
12.30	Lunch	
<i>Hosted by Hydrogenics Corporation.</i>		
<b>7. Host Country Presentations</b>		<b>Document</b>
14.00	7.0 Introduction	
<i>Bruce Bowie/Graham Campbell will facilitate the Host Country Presentations and provide a brief introduction to the Canadian approach to demonstrations, project funding mechanisms and overall progress.</i>		
14.05	7.1 Canadian Transportation Fuel Cell Alliance (CTFCA)	
<i>Richard Fry, Program Manager CTFCA, to introduce one of Canada’s innovative approach/mechanism for funding demonstrations.</i>		
14.10	7.2 Hydrogen Highway™	
<i>Panel: Fuel Cells Canada, Sacré-Davey Engineering, General Hydrogen Corporation and BOC Gases</i>		
14.30	7.3 Hydrogen Village™	
<i>Panel: Fuel Cells Canada, Hydrogenics Corporation, and Purolator Courier Ltd.</i>		

14.50	7.4 Vancouver Fuel Cell Vehicle Program	
<i>Panel: Fuel Cells Canada, City of Vancouver and National Research Council Institute for Fuel Cell Innovation</i>		
15.10	7.5 Demonstration Panel Forum	
<i>A Q&amp;A forum to discuss best practices and lessons learned.</i>		
15.25	7.6 Ballard Power Systems	
15.40	7.7 Angstrom Power Inc.	
16.00	Break	
<i>Hosted by Natural Resources Canada. Reminder: Globe 2006 Trade Fair, open tomorrow from 10:00am to 6:00pm.</i>		
<b>8. Conclusion</b>		<b>Document</b>
16.30	8.1 Next Steps 8.2 Summary of Action Items	
17.00	Adjourn	



## 30 March 2006

10:00	Globe Trade Fair Opens	
<p><i>Vancouver Conference and Exhibition Centre, 999 Canada Place. Optional participation for IPHE members. Globe Trade Fair passes, and map of Canadian hydrogen and fuel cell exhibitors will be provided to those interested. Hours of Trade Fair are from 10:00am to 6:00pm.</i></p>		
11:00	Hydrogen Highway™ Launch	
<p><i>Vancouver Conference and Exhibition Centre, Globe Trade Fair Exhibition Theatre (Northeast Corner). Optional participation for IPHE members.</i></p>		
13:30	Globe Session: Developing Hydrogen Infrastructure	
<p><i>Vancouver Conference and Exhibition Centre, Room 1. Optional participation for IPHE members. IPHE delegate must purchase Globe Conference pass in order to attend this event (<a href="http://www.globe2006.com">www.globe2006.com</a>).</i></p>		
17:00	Globe Conference Reception, hosted by Fuel Cells Canada	
<p><i>Pan Pacific Hotel, 999 Canada Place, Coal Harbour Suite. Optional participation for IPHE members. No Globe pass required to attend; email invitation to follow.</i></p>		

## Appendix A

**Facilitation Process**  
5<sup>th</sup> IPHE Steering Committee Meeting  
March 28-29, 2006  
Vancouver BC

### Goal

- To reach decisions regarding
  - Issues outlined in the IPHE Strategic Approach Discussion Paper
  - Issues outlined in the IPHE Membership Task Force Discussion Paper

### Approach

- A member of the Executive Secretariat (Rich Scheer) will lead the SC in two facilitated discussions:
  - 28 March 2006 – 16.00 to 18.00
  - 29 March 2006 – 8.30 to 10.00
- The facilitation is intended to encourage participation of SC members while at the same time expediting the SC decision making process

### Preparation

- Please consider the discussion questions listed below and come to the SC meeting prepared to discuss your views and perspectives
- Time is limited so please be concise and stay on topic

### **Discussion of Issues Outlined in the Strategic Approach Discussion Paper**

[120 minutes to hear from members and reach agreement on how to proceed]

- What are your views of the usefulness and potential content of a SC strategic priority list, and periodic updates on the state of the hydrogen economy, that would guide IPHE in addressing policy issues or overall IPHE strategic directions? [30 minutes to hear from members and reach agreement on how to proceed]
- What are your views on requiring that the primary delegates of IPHE committee meetings represent the member's government, and what suggestions do you have for ensuring that the delegates who do attend are engaged and participate? [40 minutes to hear from members and reach agreement on how to proceed]
- What are your views on having the SC or ILC support projects that involve funding from IPHE members and what should be the criteria, if any, for making such financial awards? [40 minutes to hear from members and reach agreement on how to proceed]

- What are your comments on the proposals contained in the paper for improving SC procedures for decision making? [10 minutes to hear from members and reach agreement on how to proceed]

**Discussion of Issues Outlined in the IPHE Membership Task Force Discussion Paper**

[90 minutes to hear from members and reach agreement on how to proceed]

- Do you support the recommendation of the Membership TF to have open membership with rigorous selection criteria? If not, why, and which option do you prefer? [25 minutes to hear from members]
- Do you support the recommendation of the Membership TF on the first three “other means to foster broader participation” listed in the paper: (1) Executive Committee, (2) Associate membership, and (3) Observers. If not, why? [25 minutes to hear from members]
  - Summary of TF recommendations listed in the discussion paper:
    - Executive Committee: No Executive Committee unless IPHE grows to sufficient size to warrant another committee
    - Associate Membership and Formal Observers: No added value in creating new classes of participants since all meetings are currently open to non-member government representatives and stakeholders.
- Do you recommend modifying the Terms of Reference to accommodate your preferred option? [10 minutes to hear from members]
- What are your views of establishing Annual IPHE Colloquia and do you agree with creating a Task Force to develop this concept further? [30 minutes to hear from members]