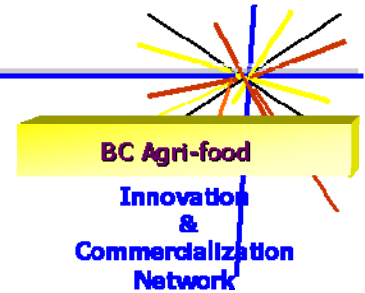


**British Columbia Agri-food Innovation
& Commercialization Network**



Minutes
Administration Sub-Committee
Meeting #2
April 30, 2009
12 pm – 12:30 pm

Present – via conference call

Nico Human – (NH)
Rebecca Robertson – (RR) Chair
Greg Edgelow, (GE),

Debbie Hellbach – minutes (DH)
Ron Wasik (RW)
Candice Appleby (CA)

Regrets

Richard Hallman (RH), Robin Smith (RS)

1. Welcome

2. Review of Apr 29 draft Admin RFP

Group agreed to remove the term Secretariat from the RFP; the RFP now asks for the establishment of a governance structure and an Executive Director.

3. General discussion

CA asked about other innovation projects under the Growing Forward Agreement – are steps being taken to ensure collaboration? NH/DH outlined what is being done.

4. Next steps

All to review April 29 RFP and get comments back to RR by Monday. RFP will sent to Management consulting firms next week.

5. Next conference call

Thursday, May 14, 2009
12 pm – 1 pm
Teleconference Coordinates
1-866-596-5277
Conference ID 7293483