

DRAFT

BHRC OVERSIGHT, TECHNICAL, COMMUNICATIONS COMMITTEES MEETING MINUTES

JULY 31 – AUGUST 1 2006

Attendees:

Don Burnett, BP
Stuart Cagen, Shell Chemical
Patsy Clegg (Chair), Shell Chemical
Brian Doll, ExxonMobil
Mark Fitzsimmons, Steptoe and Johnson
Jennifer Galvin, ConocoPhillips
Mike Johnston, ConocoPhillips
Glenna Kyle, ExxonMobil
Trisha Perkins, ExxonMobil
Shan Tsai, Shell Chemical
Russell White, API
Zach Wong, Chevron

Decisions & Action Items:

PI Mid-year Reports

1. ALL: Review midyear reports for budget implications.
2. API & P Clegg: Set up meeting/call to review.

Communications:

1. ALL: Recruit company representative for Communications Committee; send contact name to Trisha Perkins.
2. API & T Perkins: Set up call for BHRC to review Communications Committee proposals in 6-8 weeks.
3. API: Set up call for Committee Chairs, Doll, and Fitzsimmons to review BHRC website.

Technical Committee

1. Galvin: Technical Committee to summarize SRP/ERP/PI meetings and bring interpretation, recommendations and implications to BHRC.
2. API: Set up call for BHRC to review Technical Committee report.

Contracts

1. API & P Clegg set up call/meeting to review contracts.
2. API: Determine if contract extensions require PIs to provide new payment schedule of if BHRC can set a proposed payment schedule.

Financial Report

1. Approved \$46,000 increase to ERP/SRP budget.
2. API: add spreadsheet with case accruals to 1H06 financial report.
3. API & P Clegg set up meeting/call to review budget.

**Conference Call Summary
Benzene Health Research Consortium
June 15, 2001**

Participants:

Donald M. Burnett.	BP p.l.c.
William Maseth	BP p.l.c.
Bill Broddle	Conoco
John A. DePasquale	Chevron
Patrick W. Beatty	Chevron
Carol Fairbrother	ExxonMobil Corporation
Myron Harrison	ExxonMobil Corporation
Lynn B. Russo	ExxonMobil Corporation
Stuart Cagen	Shell Chemical
Paula Podhasky	API
George Woodall	API

Update on Downstream Committee Meeting

There was broad support within the Downstream Committee in their June 6th meeting to bring the proposal forward to the Executive Committee. Discussions are continuing.

Update on Executive Committee Meeting

- The Executive Committee met on June 14.
- Bill Frick (API VP and Chief General Counsel) presented the project overview.
- Some participants in the Executive Committee voiced a need for broader support before the project should go forward. The definition of what that broader support would entail was not made clear but includes consideration of more API members participating, an API-wide sponsorship, participation from other than petroleum industries, or some combination.
- Red Cavaney (API President) was given the task of contacting other trade associations to try to garner more support.

Path Forward

- **July 1** is a very firm deadline for making a commitment to the University of Colorado and to the researchers that are involved in the project.
- Level of participation within the membership of API should be broad-based.
- Broad-based support for the project should provide greater acceptance of the study results by the scientific and regulatory communities (support from multiple industries as well as from governmental agencies and from NGOs).
- **Support from Management needed** – Consultants on the technical aspects of the project (toxicologists, industrial hygienists, epidemiologists, etc.) within the member companies have been involved with and support conducting this study. Non-technical support also exists.

- Commitment to the Full Project is encouraged to meet the objectives of the study protocols.
- One of two options is available:
 1. Gain a commitment from companies supportive of the project and hope that others will join later.
 2. Have API **sponsor** the entire study and base the support on some assessment of the membership with continued efforts to procure additional support outside the industry.

Next Conference Call

Friday, June 22, 2001, 1:00 PM EDT (call details will follow separately)

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