

From: George Woodall [Woodallg@api.org]
Sent: Monday, October 29, 2001 9:43 AM
To: 'BenzConsort-OC@listserv.api.org'
Subject: Oversight Committee Conference Call - Tuesday @ 2:00 PM

Importance: High
Oversight Committee,

Based on the responses to my previous e-mail, the best time to get most companies represented on a call is 2:00 PM EST on Tuesday, October 30. The call-in information, including an agenda, is below.

Call-in Number: (703)736-7274
Moderator: George Woodall, API
Confirmation Number: 563 9328

Agenda

- Outside Legal Counsel - I have not been successful in reaching Mark Fitzsimmons, but will try again. He was presented as a candidate by a group of sponsor company legal experts, and not as a recommendation by the Communications Committee as I may have inferred in a previous e-mail. The impression I got from talking with Lynn Russo was that the Communications Committee does not feel it is their place to be handling the hiring of a legal consultant, but that the Oversight Committee would want to have this resource available to the consortium as a whole.
- Annual Meeting Date - The default I used in the draft Gantt chart was the last Wednesday in January, starting in 2003. The SRP wishes to have this date defined as far in advance as possible. The date will need to be coordinated with the other consortium committees, the researchers and the SRP.
- Opening Ceremony - Otto Wong and Rich Irons have both suggested at different times that an opening ceremony in Shanghai should be scheduled. In recent talks with Otto, he suggested early 2002. Another good opportunity may be on opening the lab (currently scheduled for April 2002). This will need to be coordinated with the other Consortium Committees and with the public affairs firm being hired by the Consortium.

Meeting materials (draft Gantt Chart, budget, and year to date accounting) will be posted on the consortium web page later today. Contact me if you have any questions.

Thank you,

George M. Woodall, Ph.D.
Senior Toxicologist
American Petroleum Institute
1220 L Street, NW
Washington, DC 20005

Tel. (202)682-8067
Fax. (202)682-8031

Visit the New www.api.org.

BHRC OVERSIGHT COMMITTEE

Company / Rep		Telephone	Email
BP	Don Burnett	630-420-5093	burnetdm@bp.com
BP	Tom Bond (alt.)	630-420-4563	bondtj@bp.com
BP	Christopher Roythorne (alt.)		roythorc@bp.com
Shell	Patsy Clegg	713-241-2521	pmclegg@shellus.com
Chevron/ Texaco	Patrick Beatty	510-242-7037	pwbe@chevrontexaco.com
ExxonMobil	Brian E. Doll	703-846-2515	brian.e.doll@exxonmobil.com
Conoco	Bill Broddle	281-293-4252	bill.d.broddle@usa.conoco.com

COMMITTEE CHAIRS

Oversight	Don Burnett	630-420-5093	burnetdm@bp.com
Technical	Patrick Beatty	510-242-7037	pwbe@chevrontexaco.com
Communications	Lynn Russo	703-846-2500	lynn.b.russo@exxonmobil.com

API STAFF

Manager; Off Budget Programs

Lorraine Twerdok 202/682-8344 twerdokl@api.org

Toxicologists

Bruce Jarnot 202/682-8473 jarnotb@api.org

Information and Communications

Matt Todd 202/682-8319 toddm@api.org

Legal

John Wagner 202/682-8529 wagnerj@api.org

Financials

Elsie Barbaza 202/682-8329 barbaza@api.org

Coordinator

Paula Podhasky 202/682-8333 podhaskyp@api.org

Legal Counsel

{ DATE \@ "MM/dd/yy" }

Mark Fitzsimmons

202/429-8068

mfitzsim@steptoe.com

{ DATE \@ "MM/dd/yy" }

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