

BHRC Recruitment Committee Meeting Minutes August 27, 2003

Participants:

Don Burnett, BP
Patsy Clegg, Shell
Brian Doll, Exxon Mobil
Mike Johnston, Conoco Phillips
Shan Tsai, Shell
Lynn Russo, Exxon Mobil
Bill Broddle, Conoco Phillips

Paula Podhasky, API
Matt Todd, API
Lorraine Twerdok, API
John Wagner, API

AGENDA

1. Review Previous Recruitment Efforts
2. < Full Share Enticements (e.g. patronage for philanthropic organizations)
3. Other Items

Review Previous Recruitment Efforts

- Participants were asked to review recruitment tier sheets on the SHS website and consider which companies to approach with less than full share membership option <http://www.shanghaihealthstudy.org/>
- Investigate Chinese sponsorship
- Define sponsorship expectations and privileges for NGOs and government agencies.

< Full Share Enticements

- Expectations:
 - 200K minimum
 - Sponsor sign contract
- Privileges: Need to clearly establish privileges of the less than full share sponsor. Options available include
 - Level of participation (i.e. observer only at meetings, participant at meetings, voting privileges.)
 - Identified as sponsor on publications, posters and meeting presentations
 - Website access
 - Study updates
 - Meeting attendance: committee and annual
 - Financial reports

See Table below

Action Item: Check with your legal department on whether company wants to be acknowledged as a sponsor in SHS papers and presentations. (all representatives)
(John Wagner)

Action Item: Contact PIs to confirm how sponsors would be acknowledged in publications. (Shan Tsai and Bill Broddle)

Proposed privileges by sponsorship level

Privileges	\$200,000	\$500,000
Oversight Committee	X	Observer
Technical Committee	Yes, TBD	Participant
Budget Committee	X	Observer
Communications Committee	Invite to participate	Invite to Participate
SRP/ERP	X	X
Study Updates	√	√
Website access	To general part committees TBD	To general part committees TBD
Financial Reports	√	√
Identified as sponsor on publications, posters and meeting presentations	TBD	TBD
Annual Meeting	Observer	Observer

X = no role √ = Access to information

Action Item: Schedule Recruitment Committee meeting for October/ November 2003 in Chicago to coincide with Oversight Committee Meeting. (Patsy/ Paula)