

Excerpted from 11/3/04 minutes:

Study budget reanalysis:

- Approximately \$3.3 million of additional funds have been requested by the SHS investigators. The OC identified a 3-pronged approach to address this request:
 - reprogramming from existing committed sponsor funds,
 - supplementing funds from new and/or existing funding sponsors, and
 - the Technical Committee will work with PIs to explore potential cost efficiencies within this estimate of additional funds required to meet the goals of the study.
- E. Murphy, API Industry Operations & Downstream Group Director, reiterated that API is only the administrator for the BHRC, emphasizing that all consortium oversight, financial decisions and research activity oversight is the responsibility of the BHRC member companies. Additionally, API
 - does not have funds to contribute to the program, and
 - cannot expend funds beyond the funds available
- The preliminary plan developed to address the funding shortfall is summarized in table below.

Potential Budget Plan **Action Items:**

- **OC members** to discuss with company internal legal counsel the possibility of them providing legal advice to BHRC
- **XOM** to host next SHS Annual Meeting in Fairfax, VA
- **L. Twerdok** to calculate savings for reducing remaining annual meeting from 3 to 2
- **B. Doll** to contact M. Bird concerning reprogramming of QA/QC funds
- **Technical Budget Committee** to contact SHS principals for detailed budget re-analysis cost explanations for review to identify cost efficiencies
- **B. Doll** to arrange for Yimei Zhou of EMBSI to work full time on exposure assessment IH management in Shanghai
- **L. Twerdok** inform Madeleine that API will not be organizing 2005 annual meeting
- **API** inform all SHS participants of change in venue for 2005 annual meeting once ExxonMobil provides API with details
- **BHRC OC** will meet and review proposed budget changes in 12/16/04. **OC members** should review feasibility/desirability of these items within their companies and/or other BHRC committees in order to be prepared to make final budget decisions at the December meeting.

Potential Budget Action Plan			
Action	Estimated Amount (\$K)	Lead	Due Date (to API)
Contact BP	1700	XOM & CVT	12/10/04
APCO	250	L. Russo	“
Legal	50	P. Clegg & G. Kyle	“
Reduce annual meeting 3 → 2 over next 3 years & hold in US	65	OC Committee	“
QA/QC	100	Technical Cmtte.	“
Contingency	185	API revise budget	“
Statisticians & database manager	100	Technical Cmtte	“
Case accrual schedule acceleration (stop at 450 AMLs)	?	Technical Cmtte	“
Generate list of anticipated publications	?	Technical Cmtte	“
ME case accrual ends when 200 high exposure cases recruited (~1200 cases)	?	Technical Cmtte	“
EMBSI recruit full time exposure expert (Yimei Zhou)	(800?)	B. Doll	“
			“
Total	\$2450K		“

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From: Bruce Jarrot <jarrotb@api.org>
Cc: Howard Feldman <Feldman@api.org>
Bcc:
Received Date: 2004-12-07 15:50:07 GMT
Subject: BHRC-TC... REMINDER - EA Conf Call - Fri 12/10, 11am EST

Benzene Health Research Consortium (BHRC) Technical Committee -

REMINDER... we have a conference call scheduled this Friday, Dec 10th, to review Exposure Assessment (EA) progress in the Shanghai Health Studies with Tom Armstrong, Rob Schnatter and Yimei Zhou:

Date: Friday, Dec 10

Time: 11:00am - 2:00pm EST

Dial-in: 763/315-6900 (or toll free 866/448-6756)

PIN code: 6828319#

Best Regards - Bruce.

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