

**BHRC Oversight Committee Call Summary
July 1, 2002**

Participants:

Patrick Beatty, ChevronTexaco
Bill Broddle, Conoco
Don Burnett, BP
Patsy Clegg, Shell
Carol Fairbrother, ExxonMobil
Lynn Russo, ExxonMobil
Paula Podhasky, API
Matt Todd, API
Lorraine Twerdok, API
John Wagner, API

Communications Committee (CC) Update

- Key messages have been drafted, and are out for review by Technical (TC) and Oversight (OC) Committees
- Draft recruitment contact (companies, gov't, NGOs, etc.) spreadsheet will go out to OC and TC for comment with comments due back to the CC at the end of July.

Technical Update:

- Semi-annual budget report due from Irons this month.
- Ethics panel charter drafted, next step is OC/TC/CC review and OC approval
- Program milestones:
 - Case-control study – case accrual
 - Disease progression and molecular epidemiology – milestones through 2004 requested from Rick Irons. Case-Control aspects of DP study will also be based on case accrual.

Recruitment Update:

- Patrick will present program (July 16) to CA OEHHA as FYI & for technical participation
- Patrick is following up lead with Health Canada
- WG is following up with Dow and Phillips

Annual Meeting:

- Asilomar Conf. Center in Monterey, CA in Summer, 2003 – DEFINITE
- Paula work on logistics and find dates
- Lorraine and Paula develop draft program for the annual meeting for OC to begin working

Other Business:

- Shanghai opening ceremony
 - likely to be early 2003
 - may become a university collaboration event
 - waiting for APCO feedback

ACTION ITEMS:

1. **API Staff** - Until further notice, all draft conf. Call/meeting minutes and summaries should be sent to John Wagner (OGC, API) and Mark Fitzsimmons (outside legal council) for review before distribution to committee members.
2. **Technical Committee** will present plan for regulatory/NGO participation in consortium activities for proposal to OC. [TC split into technical and budget WG; only funding sponsors on budget WG]
3. **Technical Committee** will present plan for program scope in \$16.5M vs \$22.8M funding scenarios to OC on next call.
4. **Lorraine** will follow up with Dow for recruitment
5. **Lorraine and Don** will contact Phillips for recruitment
6. **Lorraine** will circulate Ethic Panel Charter for Committee review and OC approval.
7. **George** will summarize existing websites and present options for web development plans.
8. **Paula** will work on 2003 "annual" meeting logistics
9. **Paula and Lorraine** will develop strawman program for "annual" meeting – plenary sessions; committee meetings, etc
10. **Paula** will set up spreadsheet with invoicing options for 2002 payments & circulate to OC for decision.

Next Conference Call – Monday, August 5, 2002 at 2 PM, EDT