

To: Cagen, Stuart Z SCC <stuart.cagen@shell.com>
From: Clegg, Patsy M SCC-CHSE-PC
</O=SHELL/OU=MSXSCC/CN=RECIPIENTS/CN=PH197432>
Cc:
Bcc:
Received Date: 2003-09-04 21:46:33 GMT
Subject: FW: BHRC Draft meeting minutes

A warm body for your SHS budget committee.

Regards,
Patsy

Patsy Clegg
Product Steward
Shell Chemical LP
One Shell Plaza, 910 Louisiana, Houston, TX 77002-4916

Tel: +1 713 241 2521 Fax: 3325
Email: patsy.clegg@shell.com
Internet: <http://www.shell.com/chemicals>

-----Original Message-----

From: brian.e.doll@exxonmobil.com [mailto:brian.e.doll@exxonmobil.com]
Sent: Thursday, September 04, 2003 1:37 PM
To: Clegg, Patsy M SCC-CHSE-PC
Subject: RE: BHRC Draft meeting minutes

Patsy,

Thanks for the heads-up. I had gotten the word from API yesterday and confirmed it internally.

Wanted you to know that the person I nominated to the TC's budget sub-committee, Steve Bowes, spent most of yesterday at API working one-on-one with Bruce Jarrot on the new financial reporting process. Steve has a personal objective to ensure API meets the November 1 deadline for the first report and is encouraging Bruce to get help from API's financial folks (i.e., Tarita's counterparts within API) if needed.

Thanks also for your leadership at last week's meetings in Asilomar. Even though the Consortium is simultaneously (and hopefully temporarily) experiencing a funding crisis and a leadership crisis, nobody outside of the partners knew it last week thanks in large part to the way you pitched in and carried the ball.

Regards,
Brian
Phone: 703-846-2515

"Clegg, Patsy M

SCC-CHSE-PC" To: <brian.e.doll@exxonmobil.com>
<patsy.clegg@shell.com> cc:
Subject: RE: BHRC Draft meeting minutes

09/04/03 01:45 PM

Brian,

Just a heads-up. I learned today that Red is planning to call your CEO re the SHS funding. Don't have your telephone number or I would have called.

Regards,
Patsy

Patsy Clegg
Product Steward
Shell Chemical LP
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-----Original Message-----

From: brian.e.doll@exxonmobil.com [mailto:brian.e.doll@exxonmobil.com]
Sent: Thursday, September 04, 2003 11:30 AM
To: Lorraine Twerdok
Cc: lynn.b.russo@exxonmobil.com; Beatty, Pat (E-mail); Bill Broddle (E-mail); Burnett, Don (E-mail); Clegg, Patsy M SCC-CHSE-PC
Subject: Re: BHRC Draft meeting minutes

Lorraine,

Thanks for getting these out for comment.

A few comments on the 8/20/03 minutes:

-- Suggest we state that the text summary of the quarterly financial reports should include both the relevant historical information as well as leading indicators of future spending, such as the number of cases versus plan and the related financial implications. (You may recall that it was the forward looking aspects of the summary that prompted the comment on the need for legal review.)

-- Need to mention that the first report using this new format will be the 3Q03 report, due to the OC on November 1, 2003, and highlight that as an action item.

-- While most of the discussion of the API ballot process and results was off the record, I think we should document that the OC expects

communications from API to Consortium member company CEO's on Consortium business, such as ballots, to undergo legal review by the Consortium's attorney prior to their being sent. (I am copying the other OC members so they can weigh in on this point.)

Regarding the 8/26/03 minutes, I was thinking that the next face to face meeting of the OC would be around November 1 so we could review the first new financial report.

I look forward to receiving the table of Tarita's recommendations.

Regards,
Brian

"Lorraine Twerdok"

<Twerdokl@api.org> To: "Benzene OC
listserve (E-mail)" <BenzConsort-OC@listserve.api.org>
cc:

Subject: BHRC Draft
meeting minutes
09/03/03 06:02 PM

<<8-20-03 OC minutes.doc>> <<8-26-03 OC minutes.doc>> <<8-27-03 wrap up
minutes.doc>>

Minutes for review and comment. I do not have an electronic copy of the spreadsheet that Patsy created at the 8/20 meeting on the disposition of Trait's recommendations. I will circulate it as soon as I obtain a copy.

I'd appreciate it if you could return comments by Friday, September 12.

Thanks,
Lorraine

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(See attached file: 8-20-03 OC minutes.doc)(See attached file: 8-26-03 OC minutes.doc)(See attached file: 8-27-03 wrap up minutes.doc)
