



~~John H. 197~~ ~~TECH DE~~
SF: Customer
Responses

Conoco Chemicals Company
A Division of Conoco Inc.
15990 North Barker's Landing Road
P.O. Box 19029
Houston, TX 77224

June 18, 1984

Mr. Rich Lavoie
Thermo Compound
1900 Lunt Avenue
Elk Grove Village, IL 60007

Dear Rich:

As we discussed, enclosed is a brochure explaining the Illinois "Right-to-Know" law. Please note number 5 under Employer Responsibilities. This requires you to send all your MSDSs to the state regardless of their toxicity or hazard.

Please feel free to call if you have further questions regarding PVC or the state regulation.

Sincerely,

Thomas G. Grumbles, C.I.H.
Director, Industrial Hygiene

ajo

Enclosure

cc M. Hefferan

VVV 000012201

Interoffice Communication

TO: Rosemary Shepard
FROM: T. G. Grumbles
DATE: June 18, 1984
SUBJ: STILLO VS. RUBBERMAID

Enclosed per your request are Material Safety Data Sheets for Conoco PVC Resin, Dry Blend, and Compound. The black and white sheets were first completed in 1971 with revisions made over the years. The red and white sheets were produced in 1982. To the best of our knowledge, no records of materials such as MSDSs were kept until recently.

Also enclosed are sample Technical Data Sheets from the early 70's. These were part of our submittal for the PVC fire cases. If it is necessary to do a more in-depth search for this type of information, you should check with Elizabeth O'Conner. She is familiar with old PVC records.



T. G. Grumbles

ajo

Enclosures



~~ATTN: SCL~~ ~~TEL: 11~~
ATTN: None

Conoco Chemicals Company
A Division of Conoco Inc.
15990 North Barker's Landing Road
P.O. Box 19029
Houston, TX 77224

June 18, 1984

Mr. Bob Archer
Director of Health and Safety
Millipore Corporation
80 Ashby Road
Bedford, MA 01730

Dear Bob:

Enclosed are my comments on the meeting minutes from Detroit. I have put some suggestions in the text, but where suggested revisions were too lengthy for this, I've put comments below with corresponding numbers in the text. In general, I think the content of our meetings was important enough that a little more detail should be in the minutes as to our discussions.

- A. Add 2 - The need, scope and function of executive sessions.
1. Suggest expanding to state: "Based on the defined responsibility and scope of function defined in the AIHA By-Laws, Article XII, Section 1, the Board cannot restrict the activities of the audit committee. This is a basic issue. Furthermore, it would follow that the Board cannot restrict audit committee attendance at "closed" or executive sessions.
 2. The Board should discuss the intent, content, and need for an executive session and vote whether to go into executive session.
 3. At the invitation of the Board members present at the morning AC session, the full AC attended the afternoon Board meeting to present and discuss our position and actions regarding executive sessions.
 4. Should be restated as on page one.
 5. In response to the AC proposal as a compromise on executive sessions, and to address the Board's concern on the consistency of decision making criteria for executive session attendance, the AC expressed a willingness ...
 6. To clearly indicate that the annual report was approved by the AC, suggest: The annual report, with the exception of item 4 was approved by the committee. Section 4 would be finalized on Monday a.m. after hearing further comment from the Board on our proposal.

VVV 000012204

Bob Archer
Page 2
June 18, 1984

Some further general comments. Should we indicate the post-lunch discussion on Sunday in some fashion? Should we indicate somewhere our reaction to C. Powell's "blue-ribbon" panel proposal?

Please call if you have questions or comments on these suggested revisions.

Sincerely

Thomas G. Grumbles, C.I.H.
Director, Industrial Hygiene

ajo

Enclosure

VVV 000012205



Millipore Corporation

RECEIVED

JUN 7 '84

Route: _____

Copy: _____

May 31, 1984 _____

File: _____

X-F: _____

Dear Audit Committee Member:

Attached are the minutes of the Audit Committee meetings of May 19 and 21, 1984. Please review, correct as appropriate, and return with your approval NLT June 22, 1984.

Our new chairman, Mary Murphy will call the next meeting probably during the JOHC in Salt Lake City.

It has been a pleasure serving as your chairman. I would like to thank each of you for your support and willingness to work.

Sincerely,

Bob Archer

RA:ac

VVV 000012206

AIHA Audit Committee

Meeting
May 19, 1984
Detroit, Michigan
Westin Hotel, Monet Room

(0800) Attendees

Bob Archer, Chairman
Tom Grumbles
Jeff Lee
Betty O'Shea

Guests

Dave Bissonnette
Jim Ferguson
Fred Toca, AIHA Secretary

The committee discussed the subject of Executive Sessions with Fred Toca.

(0945) Arrival of three more Board members:

Gene Kortsha
Howard Kusnetz
Alice Farrar

The Audit Committee and Board members discussed the following questions:

- ① Can the Board determine what the Audit Committee can or cannot do?

~~①~~

~~②~~ The following conclusions were stated by the Audit Committee:

- ① → 1. The Board cannot tell the Audit Committee what it can or cannot do (e.g., whether or not the Audit Committee attend their Executive/Closed Sessions).
- ② → 2. The Board should vote on the necessity of holding an Executive Session.
3. The Audit Committee representative will decide whether to attend a closed session based on the nature of the subject and its bearing on the management of the Association.

(1200) Departure of Board members (Lunch Break)

(1220) Arrival of Mary Murphy

(1230) Arrival of Kent Oestenstad

→ (1240) Arrival of Vern Rose

VVV 000012207

NOTE:

The A.C. informed President Powell that it would delay the recommendation (for the annual report) on closed sessions until the following day in order to give the Board an opportunity to further discuss their desire to respond to the A.C.'s position on closed sessions.

VVV 000012208