

BHRC OVERSIGHT, TECHNICAL, COMMUNICATIONS COMMITTEES MEETING MINUTES

DRAFT

September 28, 2006

Attendees:

Michael Bird, ExxonMobil
Steve Bowes, ExxonMobil
Don Burnett, BP
Stuart Cagen, Shell Chemical
Patsy Clegg (Chair), Shell Chemical
Brian Doll, ExxonMobil
Mark Fitzsimmons, Steptoe and Johnson
Jennifer Galvin, ConocoPhillips
Mike Johnston, ConocoPhillips
Shan Tsai, Shell Chemical
John Wagner, API
Russell White, API
Zach Wong, Chevron

Decisions & Action Items:

Quorum Present

JCML Business Plan

1. Action: J Galvin will request from R Irons a budget for (1) finishing study and (2) general funding projections for keeping the lab open

Irons Sept 06 Progress Report

1. Action: J Galvin will request from R Irons some clarifications on the report content.

Budget

1. Decision: Agreed that consortium members will be invoiced this year for 2007 commitments. Payments will be due mid-Feb 07.
2. Decision: Agreed to pay Oct 07 \$1.5MM scheduled payment to University of Colorado, \$0.5MM from April 06 scheduled payment will be sent when outstanding invoice payment is received.
3. Decision: Did not approve transfer of \$20,000 from contingency fund to legal. There are sufficient funds to cover 06 budget.
4. Decision: Budget will be reviewed at a face-to-face meeting.

Other Items

1. Decision: Meeting on Dec 13-14. Chevron will host.
2. Decision: Request Communications Committee to begin developing a Foundation Request package.
Action: Brian to notify Trisha Perkins.
3. Action: API schedule next call.