

BHRC OVERSIGHT COMMITTEE MEETING
April 11 and 12, 2005

Attendees:

Stuart Cagen, Shell Chemical
Lynn Russo, ExxonMobil
Brian Doll, ExxonMobil
Mike Johnston, ConocoPhillips
Patsy Clegg (Chair), Shell Chemical
Don Burnett, BP
Lorraine Twerdok, API
Russell White, ChevronTexaco
Jennifer Galvin, ConocoPhillips
Mark Fitzsimmons (by phone), Steptoe and Johnson
Jim Tilson, ConocoPhillips (April 12 only)

Draft Agenda Attached

Action Items:

- 1) P. Clegg will contact M. Bird about a potential visit by representatives from MD Anderson Cancer Center to Shanghai. Mike will discuss a possible visit to the diagnostic laboratory with Dr. Irons.
- 2) L. Twerdok will add the label "Draft" or "Final" as appropriate to all financial spreadsheets.
- 3) L. Twerdok will ask Dr. Irons to pay Dr. Bennett's retainer as part of his ongoing contract obligations.
- 4) The Technical Committee (TC) will review all study protocols to examine the role of the Scientific Review Panel (SRC) and TC in reviewing draft publications and presentations. TC members will contact the Principle Investigators (PI) to remind them of the process and the sponsors potential responsibilities under J. Galvin will discuss the process with Dr. Rice after contact with the PIs is done.
- 5) L. Twerdok will revise the Fudan University budget spreadsheet after discussing details with B. Jarnot.
- 6) The Budget Committee will submit a recommendation for a financial audit of all BHRC contractors to the Oversight Committee (OC).
- 7) L. Twerdok will move spent contingency funds to another item to clarify amount remaining in that account.
- 8) The TC will ask Dr. Irons to prepare a scope of work for his potential addition of study of other aromatic chemicals (ETX) as part of the ongoing Molecular Epidemiology Study.
- 9) The TC will prepare a draft agenda for the annual BRHC meeting for review by the OC on May 3rd. The title of the presentations by the Fudan University representatives is critical for travel arrangements.

Agreements:

- 1) The OC approved the TC's communication strategy with the Pls and others.
 - a. M. Bird will be main contact with Dr. Irons.
 - b. S. Tsai will be main contact with Dr. Fu.
 - c. S. Cagen will be main contact with Dr. Wong
 - d. D. Burnett will be main contact with Dr. Kreiger
 - e. J. Galvin will be main contact with Dr. Rice
- 2) The OC approved the 4th Quarter 2004 Budget Financial report submitted by the Budget Committee.
- 3) All BHRC member companies will follow their internal procedures to address potential TSCA 8e issues and will distribute a copy of their submission letter to the other members.
- 4) The TC will be the entity with the BHRC to determine if any TSCA notifications are submitted on behalf of all the member of BHRC.
- 5) L. Twerdok will draft and circulate the 3rd contract amendment for review at the next OC meeting.
- 6) The share allocation formula to be used for the 3rd contract amendment is 1, 2, or 3 shares.
- 7) Next meeting will be May 3, 2005 in Fairfax, Virginia.



BHRC OC dft agenda
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