

DRAFT

BHRC OVERSIGHT, TECHNICAL, COMMUNICATIONS COMMITTEES CALL MINUTES

March 3, 2008

Attendees:

Michael Bird, ExxonMobil
Don Burnett, BP
Patsy Clegg (Chair), Shell Chemical
Howard Feldman, API
Mark Fitzsimons, Steptoe & Johnson
Jennifer Galvin, ConocoPhillips
Bruce Jarrot, API
Mike Johnston, ConocoPhillips
Saadia G. Sultan, ExxonMobil
Shan Tsai, Shell
Russ White, API
Zach Wong, Chevron

Quorum Present
Antitrust Guidelines reviewed

Decisions/Actions:

1. INFORMATION: Debrief on SRP/ERP/PI meeting
3. INFORMATION: QA/QC to focus on 3 areas:
 - Documentation audit
 - Electronic movement of data
 - Data source review
4. INFORMATION: Budget
YE07 financial report being finalized
5. DECISION: Approved \$10K to fund planning for 2009 Benzene Symposium
6. ACTION API will poll consortium members for face-to-face meeting in May.

API will contact Dr Jerry Rice to identify possible dates for a telecom with BHRC.

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6. ACTION API will poll consortium members for date in May for face-to-face meeting to plan bringing the consortium to an end,

API will contact Dr Jerry Rice to identify possible dates for a telecom with BHRC to get an update on the SRP and ERP activities.

BHRC F2F Meeting

Potential Agenda Items

Budget:

- Disbursement of funds
- On-going contracts
 - API
 - SRP/ERP

API web site

Communications Plan

Final report to API GCSP