

From: lynn.b.russo@exxonmobil.com
Sent: Tuesday, November 29, 2005 2:29 PM (GMT)
To: Clegg, Patsy M SCC-DCS/22 <patsy.clegg@shell.com>
Cc: Brian Doll (E-mail) <brian.e.doll@exxonmobil.com>; Donald M. Burnett PhD (E-mail) <burnetdm@bp.com>; Richard Herold (E-mail) <heroldra@bp.com>; Matthew A Hughes (E-mail) <hughm7@bp.com>; Bruce M. Jarnot (E-mail) <jarnotb@api.org>; Jennifer Galvin (E-mail) <jennifer.b.galvin@conocophillips.com>; Michael Bird (E-mail) <michael.g.bird@exxonmobil.com>; Michael Johnston <Mike.d.Johnston@conocophillips.com>; Myron Harrison (E-mail) <myron.c.harrison@exxonmobil.com>; Russell White (E-mail) <russellwhite@chevrontexaco.com>; Colletti, Sarah J SCC-DCS/14 <sarah.colletti@shell.com>; Tsai, Shan P SHLOIL-SHS <Shan.Tsai@shell.com>; Stephen Bowes (E-mail) <stephen.m.bowes@exxonmobil.com>; Cagen, Stuart Z SCC-DCS/261 <stuart.cagen@shell.com>; Matthew Todd (E-mail) <toddm@api.org>; Valerie Crissey (E-mail) <vcrissey@chevrontexaco.com>; Zach Wong (E-mail) <ZachWong@chevrontexaco.com>
Subject: Re: FW: BHRC Meetings Requested

I didn't receive this either.

"Clegg, Patsy
M SCC-DCS/22"
<patsy.clegg@s To
hell.com> "Matthew Todd \ (E-mail)"
<toddm@api.org>
cc
11/29/05 09:05 "Bruce M. Jarnot \ (E-mail)"
AM <jarnotb@api.org>, "Donald M.
Burnett PhD \ (E-mail)"
<burnetdm@bp.com>, "Jennifer Galvin
\ (E-mail)"
<jennifer.b.galvin@conocophillips.co
m>, "Matthew A Hughes \ (E-mail)"
<hughm7@BP.com>, "Michael Bird
\ (E-mail)"
<michael.g.bird@exxonmobil.com>,
"Russell White \ (E-mail)"
<russellwhite@chevrontexaco.com>,
"Shan Tsai \ (E-mail)"
<Shan.Tsai@shell.com>, "Stephen
Bowes \ (E-mail)"
<stephen.m.bowes@exxonmobil.com>,
"Stuart Cagen \ (E-mail)"
<stuart.cagen@shell.com>, "Colletti,
Sarah J SCC-DCS/14"
<sarah.colletti@shell.com>, "Lynn
Russo \ (E-mail)"
<lynn.b.russo@exxonmobil.com>,
"Myron Harrison \ (E-mail)"
<myron.c.harrison@exxonmobil.com>,

"Richard Herold \ (E-mail)"
<heroldra@bp.com>, "Valerie Crissey
\ (E-mail)"
<vcrissey@chevrontexaco.com>, "Brian
Doll \ (E-mail)"
<brian.e.doll@exxonmobil.com>,
"Michael Johnston"
<Mike.d.Johnston@ConocoPhillips.com>
, "Zach Wong \ (E-mail)"
<ZachWong@chevrontexaco.com>

Subject

FW: BHRC Meetings Requested

This did not go through to Matt, so not sure who got it.

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: Clegg, Patsy M SCC-DCS/22

> Sent: Tuesday, November 15, 2005 5:25 AM

> To: Matthew Todd (E-mail)

> Cc: Brian Doll (E-mail); Burnett, Don (E-mail); Cagen, Stuart Z
SCC-CF-SS; Jennifer Galvin (E-mail); Lynn Russo (E-mail); Michael Johnston;
Zach Wong (E-mail); Bruce M. Jarrot (E-mail); Matthew A Hughes (E-mail);
Michael Bird (E-mail); Russell White (E-mail); Shan Tsai (E-mail); Stephen
Bowes (E-mail); Colletti, Sarah J SCC-CSEA; Myron Harrison (E-mail);
Richard Herold (E-mail); Valerie Crissey (E-mail)

> Subject: BHRC Meetings Requested

>

> Matt;

>

> There are 3 calls/meetings that we need to set up for the BHRC. Would
everyone please respond to Matt by the end of the week with your
availability for the times listed below for 2 calls.

>

> 1. As soon as possible, a call to debrief on the annual meeting.

> * Everyone, begin making a list of what went well,
opportunities for improvement, and other changes to consider
for next meeting.

>

> * Jennifer, would you please contact the SRP, ERP,
and investigators requesting their input.

>

> 2. Review of the 3rd Q Financial Report. This will require
coordination with the Budget and Technical committees to give
them an opportunity to review prior to sending to Oversight.

>
> Date - Time Yes = Available , No = Not Available
>
> Tuesday, Nov 29, 10:30 - 12:30 CST
> Tuesday, Nov 29, 1:30 - 5 CST
> Friday, Dec 2, all day
> Monday, Dec 5, after 2 PM CST
> Tuesday, Dec 6, 10:30 -1:30 CST
> Friday, Dec 9, all day
> Thursday, Dec 15, all day
> Friday, Dec 16, all day
>
>
> 3. 2-day meeting during the last 2 weeks of February starting at
2 on the first day and ending at 3 on the second day of the
Oversight Committee with Technical, Budget, and Communications Chairs in
Washington (book a room at API).
> Subject of the meeting is to detail out the timeline developed
at the annual meeting for the close out of the study. We would
like to have a session with Jerry Rice to input on behalf of the Scientific
and Ethics Review Panels. I will call Jerry to request his
participation and try to get a commitment of time. When that is set, we
will schedule the meeting.
>
>
> 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>
>