

8:00 AM Continental Breakfast
8:30 AM Meeting Begins
Mid morning break
Noon Lunch
1:00 PM Call with Dr. Richard Irons
4:00 PM Adjourn

- I. Administrative
- | | |
|---------------------|-------------|
| Establish Quorum | Patsy Clegg |
| Identify Note taker | Patsy Clegg |
| Antitrust Reminder | John Wagner |
| Agenda Review | Patsy Clegg |

Introductions All

Objectives of Meeting:

1. Path forward agreed for execution of contracts to fund SHS
2. Revised Budget Approved
3. Roles and Responsibilities of BHRC and API clarified

- II. Proposal for consensus on funding SHS via CinPathogen Brian Doll

- III. Technical Committee Report on Science Review of Dr. Irons Proposal

- IV. Roles and Responsibilities
- | | |
|---|------------------|
| A. Special Programs Committee | Charlie Williams |
| B. API Contracting Process for SHS | Brenda Hargett |
| C. API / BHRC members contract review | ALL |
| E. API Policies & Procedures | Howard Feldman |
| F. BHRC Roles & Responsibilities Document | ALL |
| G. Communication Processes | |
| H. Use of SHS vs. API Letterhead | |
| I. Study Ownership | |

See attached documents below

- A. BHRC / API Contract



"Benzene Consortium
01-4746 Final 8-31-0



"China Benzene
Consortium 01-4746-

B. API Policies and Procedures



"705API
Environmental and H



"API Commitments
5-14-04.pdf"



"API Delegation of
Authority 5-14-04.pdf



"API standards of
conduct 12-01-04.pdf



APIspecial_program_
activity_10_20_05.pc

C. Roles and Responsibilities Document



BHRC%20Roles%20
and%20Responsibiliti

D. Communication Processes

1. Consortium ---- API
2. Consortium ---- Dr. Irons
3. Consortium ---- SRP/ERP
4. API ---- Dr. Irons
5. API ---- SRP/ERP
6. Consortium ---- API ---- Special Programs Committee

BHRC ----->

Special Programs Committee ---> Exec Board

API ----->

7. Consortium ---- API ---- Exec Committee
8. Consortium ---- API ---- Legal counsel

E. Use of SHS / API letterhead

F. Whose study is it?

IV. Study Funding Proposal

A. Criteria/Clarifications needed to initiate contracting

1. Technical – Review Agenda Item II
2. Consortium Business Review
3. API Contracting Criteria

4. API Internal Approvals
5. Plan

See attached reference documents below.

A. Irons proposal



"Cinpathogen DPME
Cover Letter3_19_07



DPMEMasterFinal3_1
8_07.doc

1. CinPathoGen documentation



"Cinpathogen
qualification-1.txt"



"Cinpathogen
qualification-2.txt"



"Cinpathogen
Certification II.txt"



"Cinpathogen - CO
Certificate of Good St



"Cinpathogen - DE
Certificate of Incorpo

University of Colorado Letter



"Feldman-Shanghai
Health Study 3-27-07

2. Irons response to 1st BHRC Proposal



ResponseJGL2_28_0
7.doc

B. API Contract Requirements:

- Process
 1. Proposal Reviews
 - a. BHRC reviews for scope of work and funding level
 - b. API reviews for contract criteria
 2. Contract drafted and reviewed by
 - a. API CFO, legal, xxx
 - b. BHRC reviews
 3. API seeks Exec committee concept approval while contract being written and reviewed
 4. BHRC signs amended contracts with API

5. API signs contract (This can occur prior to BHRC contracts being executed; verbal confirmation from CEO needed to send contract to Irons prior to contract going to Irons for execution)
6. CinPathogen/Irons signs contract
7. Funds dispersed

- Criteria to be met



"API Proposal Guide
for Prospective Contr

C. BHRC Technical Committee Review

D. Funding Commitment



"BHRC meeting - new
budget proposal - De



"BHRC timing of
sponsor payments - J

E. Terms of Funding Commitment



"Proposed Conditions
for 06 increased fund

V. Budget Revision Approval



"BHRC meeting - new
budget proposal - De

VI. Next Call / Meeting

VII. Adjourn