DRAFT

BHRC OVERSIGHT, TECHNICAL, COMMUNICATIONS COMMITTEES CALL MINUTES

November 30, 2009

Attendees:
Don Burnett, BP
Stuart Cagen, Shell
Patsy Clegg (Chair), Shell
Brian Doll, ExxonMobil
Howard Feldman, API
Mark Fitzsimmons, Steptoe and Johnson
Jennifer Galvin, ConocoPhillips
Mark Swanson, Marathon
John Wagner, API
Russ White, API

Quorum Present
Antitrust Guidelines reviewed

Decisions/Actions:

1. Data Archiving

   INFORMATION:
   Applied Health Science data archival of Case Control study at Fudan University.

2. Publications

   INFORMATION:
   BHRC completed commitments for publication of papers from Shanghai Health Study.

3. Records Management

   DECISION: Maintain API website for project until account is closed. Then manage per API Records Management procedures.

   ACTION: API to implement decision.

4. Communications Plan

   DECISION: Updated Communications Plan approved.

5. Disposition of remaining funds in consortium account

SHELL-MCCLURG-067374

ACTION: OC Members confirm to API the name of the person in their company who should receive closeout letter.

ACTION: API will send closeout letter in February 2010.

6. API Committee Updates

ACTION: Patsy Clegg will coordinate with Howard Feldman to update the API HESGC and SPGC.

BHRC officially ends at midnight November 30 2009.

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