

Shanghai Benzene Epidemiology Study
Consortium Conference Call
May 3, 2001

Shell Notes

Shell Actions from Call

Nancy:

1. **Determine which option Shell will offer in the funding question as outlined in #1 below –**
 - (1) **Agree 2/13, cost to Shell 3.1MM**
 - (2) **Define an upper \$\$ limit that we will commit: \$\$ = _____?**
2. **Need to additional \$15K per company as seed monies until final decision is made June 1. API would like the money by May 14. This money, like the \$15K already contributed, would count towards the company's share.**
3. **Exxon verbally supported all the concerns that we shared on the call. Exxon would like a copy of our letter to use in presentations to their management. Request permission to share letter; Christi said there was no legal reason not to share.**
4. **Agreement that consortium members would have a vote on managing the project. The current proposed structure would have an executive/business oversight committee, a technical oversight committee and a communication committee. Where does Shell want to commit resources and who? I recommend that we volunteer resources early so we can be a part of interim decisions that will be made prior to consortium formation.**
 - **Executive/business oversight committee: Nancy, Patsy, Christi??**
 - **technical oversight committee: Stu, Shan??**
 - **communication committee: Patsy, Sarah??**
5. **Name of Project: Benzene Health Research Consortium**
 - **Christi approved for Shell from a legal prospective**
 - **Nancy, do you concur?**

Christi

1. **Contract review – get comments to API**

Call Agenda

1. Role call of companies with indication of level of commitment

<u>Company</u>	<u>Commitment</u>	<u># Shares</u>
Shell	Yes, if concerns met	2
Chevron	Yes	2
BP	Probably	3
ExxonMobil	Probably	3, actually 3/14
Conoco	Probably	1
Ashland-Marathon	Probably	2
Phillips	Not expected	<1>
Total # shares expected to be volunteered		13

- **This does not meet the Shell requirement of 15 shares.**

Options:

(3) Agree 2/13, cost to Shell 3.1MM

(4) Define an upper \$\$ limit that we will commit

Potential ways to manage costs:

(1) Modify protocols to reduce costs

(2) Seek funding from additional sources such as Leukemia Society (have a \$14MM research budget) after the study begins

Potential consortium needs to decide what is critical mass in order to start the project, i.e. there are only 12 shares volunteered and/or companies are only willing to commit \$X, therefore to start the project with less than full funding.

2. Discussion of Shell's concerns as stated in the letter to API

1. Concern 1: volunteer if 15 shares volunteered – see discussion above.
2. Concern 2; Agreed that contract language would protect consortium members from escalated costs.
3. Concern 3: Assurance of voice and vote in project. Shell needs to identify which roles it would like to actively commit resources.
4. Concerns 4, 5: Participation of a government agency/NGO in peer review and consortium. No push back. Suggested that EPA might appoint a scientist to represent them, that person might not necessarily be an EPA staffer. **I sensed support for the recommendation, however, I feel that it is up to us to see that it actually happens if we join the consortium**

3. April 24, 2001 Minutes Discussion (led by Shell)

Outstanding commitments/Needs:

- Confirmed that \$25K allocated for peer review was sufficient to cover additional government agency/NGO representative.

Concern about spy plane incident:

- Added tensions between China, the US, and Taiwan. Agreed that Communications Committee would address.

Protocol Review:

- No progress in recovering lost comments from first peer review. Reiterated need for document management.

Contract Issues:

- Shell agreed to get comments on contract to API

4. Other Items

1. Name of Project: Benzene Health Research Consortium
Christi approved for Shell.

2. Project Time Line

- June 1: Firm commitment by consortium members
- Study begins: Suggested Sept 1
- Stakeholder meeting needs to be added. Stakeholder being defined as a broader audience with which consortium will share plans for the study
- Communication committee formation needs to be added
- Peer review and IRB review of protocols cannot occur concurrently. Agreed to do Peer review first, followed by IRB.

5. Shell Questions/concerns/suggestions not addressed during call

Consortium Organization:

- Open process
 - Agendas and minutes on web site
 - Will consortium web site be separated from API site?
 - What will define a quorum for decision making?
 - Will the consortium have a contract with API for administrative support?

Time Line:

- How can decision (company commitment) and executive committee formation occur on the same day?
- What is the method of gaining consortium approval for decision made May 15-June 27 (date of consortium formation)?
- Purpose of API and PI meeting on May 29
- What form will the commitment decision take – a letter?
- When will the contract be signed? Is this the June commitment date or June 27 formation date?