

From: Bruce Jarnot <jarnotb@api.org>
Sent: Tuesday, March 15, 2005 2:45 PM (GMT)
To: benzconsort-tc@listserve.api.org
Subject: BHRC-TC... For Review: Draft Jan 05 TC Minutes
Attach: Draft Minutes BHRC-TC Meeting 1 13 05.doc; Draft Minutes BHRC-TC Conf call 1 17 05.doc

Benzene Health Research Consortium (BHRC) Technical Committee (-TC),
Attached are Michael Bird's draft minutes from the January 17, 2005 BHRC-TC Exposure Assessment conference call, and January 13 meeting at NewFields in Denver, CO.
Please reply by Tuesday, March 22nd (within the next week) with any feedback or changes.
API will then finalize and post both documents to the Shanghai Health Study (SHS) web site later in that week.

With best regards - Bruce.

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-----Original Message-----

From: michael.g.bird@exxonmobil.com
[mailto:michael.g.bird@exxonmobil.com]
Sent: Monday, March 14, 2005 1:20 PM
To: Bruce Jarnot
Cc: mfitzsimmons@steptoe.com
Subject: Re: FW: Draft Minutes - Benzene Health Research Consortium (BHRC-TC)

Bruce, here are the draft minutes (Colorado meeting & subsequent conference call) which I have received back from Mark Fitzsimmons, and are for review by the BHRC TC as discussed.

Michael

(See attached file: Draft Minutes BHRC-TC Meeting 1 13 05.doc)(See attached file: Draft Minutes BHRC-TC Conf call 1 17 05.doc)

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Benzene Health Research Consortium Technical Committee

Draft Minutes

EA Conference Call – 17 Jan 2005

Participants

Annita Balarman (Chevron Texaco)

Michael Bird (ExxonMobil)

Don Burnett (BP)

Stuart Cagen (Shell Chemical)

Brian Doll (ExxonMobil)

Jennifer Galvin (ConocoPhillips) - chair

Mark Fitzsimmons (Steptoe & Johnson)

Bruce Jarnot (API)

Shan Tsai (Shell Chemical)

Lorraine Twerdok (API)

Russ White (Chevron Texaco)

Agenda:

- Conference Call conducted in accordance with API antitrust guidelines
- Review of Denver meeting: The TC appreciated Dr Irons budget update that was presented verbally but was unclear about some of this (e.g. post-study analyses costs). Similarly, while the concept of sector group analysis appeared to be well thought out by Drs Irons & Krieger and the SHS EA team, it was a new concept to the TC and further definition was desired particularly in relation to current EA monitoring. It was agreed that clarification of both the revised budget and the EA approach would be requested, to be included in the 2004 year-end progress report. A request to this effect would be made to Dr Irons in a letter from Dr Galvin. Preparation of technical & budget update for the Oversight committee (OC): the technical update to the OC would be presented by Jennifer Galvin with support from Stuart Cagen at the OC meeting on 31st Jan/1st Feb. As the revised budget did not contain any contingency, it was agreed to propose that some additional allowance be considered by the OC for unanticipated expenditures.
- Path Forward: the EA approach appeared to utilize all available resources; it was noted that an experienced senior EA person would be desirable to assist with the sector analysis approach. Further contact with Dr Fu is planned (mid March) to reinforce that previously established by the TC earlier this year.
- Next conference call: scheduled for 25th January 2005 at 2.00 pm.

Benzene Health Research Consortium Technical Committee

Draft Minutes

EA Conference Call – 17 Jan 2005

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Technical Committee

Draft Minutes

EA Meeting – 13 Jan 2005

Participants

Anita Balarman (Chevron Texaco)

Michael Bird (ExxonMobil)

Don Burnett (BP)

Stuart Cagen (Shell Chemical)

Brian Doll (ExxonMobil)

Jennifer Galvin (ConocoPhillips)

Richard Irons (Univ Colorado) part time

Mark Fitzsimmons (Steptoe & Johnson)

Bruce Jarrot (API)

Garry Krieger (NewFields) LLC partime

Glenna Kyle (ExxonMobil)

Shan Tsai (Shell Chemical)

Lorraine Twerdok (API)

Location NewFields LLC, Denver, CO

Agenda:

Administrative Items

- Meeting conducted in accordance with API antitrust guidelines
- Jennifer Galvin will replace Patrick Beatty as chair of the Technical Committee (TC); Stuart Cagen will continue as vice chair and as chair of the budget subcommittee.
- Reviewed topics for discussion with Drs Irons & Krieger

Meeting with Dr Krieger

Dr Krieger outlined his background and his proposed role in facilitating particularly the exposure assessment aspects of SHS. He would report directly to the overall PI Richard Irons. He indicated current thinking of the EA group to use Sector group analysis from historical/published records to provide a supplemental framework for current direct measurement data. He identified the need for a continual liaison presence in Shanghai for the EA work (similar to that in place on the clinical side between Richard Irons &

Benzene Health Research Consortium

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EA Meeting – 13 Jan 2005

Liming Bao) and informed the TC that he and Dr Rob Schnatter would provide this at least in the interim until a permanent EA Chinese person (preferably an EA experienced Chinese person). Dr Krieger also proposed to assist Yimei Zhou's integration, to assist Dr Fu with accessing factory sites for monitoring, and to assist in the interface between the IPHS and Fudan University.

Joint meeting with Dr Krieger & Irons

Discussion on role and EA related aspects of the SHS were continued and there was obvious complete integration and agreement between Irons & Krieger on these aspects. It was noted that the NCI study likely encountered similar issues in exposure assessment. Attracting and retaining on the ground trained technical personnel continues to be an issue to be worked as employment on the SHS was seen as relatively short term (< 2 years remaining).

Meeting with Dr Irons

Dr Irons provided an overview of his current budget and projections. The number of cases were accruing much faster than expected in part because of the large number of hospitals (> 30) now participating. Despite the initial delays in starting the study due to the SARS outbreak etc, the increase in cases would allow the study to finish at the end of 2006 as planned. 1000 cases are expected for 2005, 500 more than planned; this increase requires \$ 1M. He had recruited additional FTEs in China to the program. He also noted that salary expectations in China had risen dramatically (20%) since the study start up, but with some cost savings he had been able to achieve at UC HSC, he anticipated that the revised budget would reasonably accommodate the above.

Benzene Health Research Consortium

Technical Committee

Draft Minutes

EA Meeting – 13 Jan 2005

Dr Irons also commented on the positive aspects of SHS: the diagnostics possible though establishment of the state of the art clinical laboratory were allowing the differential diagnostic distinctions that had not been possible previously, e.g. between T cell leukemia and MDS; between NK leukemia and AML; and between AML and ALL. The differential diagnosis developed for MDS would not only be helpful to Chinese physicians but also to physicians in the West.

Increased accuracy of leukemia type had dramatically impacted treatment of some individuals and improved their prognosis for recovery. He also noted that significant information (such as he presented at the Munich symposium) had been gained from study of the benzene poisoning cases.

The TC acknowledged with appreciation his efforts and that of the SHS team.

Meeting closure

The meeting closed at 3.30 pm. A conference call to review follow up on action items was scheduled for 17th Jan 2005 at 2.00 pm EST.