

DRAFT

BHRC OVERSIGHT, TECHNICAL, COMMUNICATIONS COMMITTEES CALL MINUTES

August 19, 2009

Attendees:

Michael Bird, ExxonMobil
Stuart Cagen, Shell
Patsy Clegg (Chair), Shell
Brian Doll, ExxonMobil
Howard Feldman, API
Mark Fitzsimmons, Steptoe and Johnson
Jennifer Galvin, ConocoPhillips
Laura Keating, ExxonMobil
Eric Stine, Chevron
Shan Tsai, Shell
John Wagner, API
Russ White, API

Quorum Present
Antitrust Guidelines reviewed

Decisions/Actions:

1. QA/QC Update – Database Archival

- ACTION: Technical Committee will do follow-up to determine PI plan for archiving paper copies of consent forms.
- ACTION: Technical Committee will do follow-up with Dr Wong on request for funding AHS database archival at Fudan University.

2. Communication Plan

- ACTION: Each sponsor review API plan and provide comments to Howard Feldman by cob, Wednesday, Aug 26.
- API will collate changes and send revised draft to OC by cob, Thursday, Aug 27.
- Friday, Aug 28, 10 AM EDT, teleconference to review plan.

3. Certificate of Appreciation

- ACTION: API asked to include BHRC

4. TSCA 8(e)

DECISION: Agreed that each sponsor would use its own internal TSCA 8(e) process to address any new data from the Shanghai Health Study. Each sponsor agreed to notify API, who would notify other sponsors, if they planned to file a TSCA 8(e)

NEXT CALLS: August 28, 10 AM EDT
September 24, 4 PM EDT