

DRAFT

BHRC OVERSIGHT, TECHNICAL, COMMUNICATIONS COMMITTEES CALL MINUTES

February 9, 2007

Attendees:

Michael Bird, ExxonMobil
Stuart Cagen, Shell Chemical
Patsy Clegg (Chair), Shell Chemical
Brian Doll, ExxonMobil
Howard Feldman, API
Mark Fitzsimmons, Steptoe and Johnson
Jennifer Galvin, ConocoPhillips
Richard Irons, University of Colorado, part time
Bruce Jarrot, API
Mike Johnston, ConocoPhillips
Glenna Kyle, ExxonMobil
Trisha Perkins, ExxonMobil
Shan Tsai, Shell Chemical
John Wagner, API
Russell White, API
Zach Wong, Chevron

Decisions & Action Items:

Quorum Present
Antitrust Guidelines reviewed

Decisions/Actions:

1. ACTION: Trisha Perkins will send update from communications committee to consortium members via email.
2. ACTION: Patsy Clegg will send acknowledgement of communications to Dr. Fu Hua.
3. ACTION: Stuart Cagen will call Dr Otto Wong and request that he contact Dr. Richard Irons regarding the services provided by Fudan University in support of the case control study.
4. ACTION: Mark Fitzsimmons will draft letter to Dr. Richard Irons for the consortium's review, communicating funding and terms.
5. ACTION: BHRC will send letter to Dr. Richard Irons regarding funding request.
6. ACTION: Dr. Richard Irons requested to send CinPathoGen proposal to API.
7. ACTION: API will work towards getting Dr. July Baldwin's contract executed.
8. ACTION: Jennifer Galvin will draft QA/QC Team charter with input from Dr. Baldwin and Dr. Rice.

Next Call

1. Action: Feb 14, 2007, 11 AM EST – API to schedule.