Draft
6/26/03

BHRC Oversight Committee Conference Call
26 June 2003

Participants:

Brian Doll, ExxonMobil
Patrick Beatty, ChevronTexaco
Lynn Russo, ExxonMobil
Don Burnett, BP
Bill Broddle, ConocoPhillips
Patsy Clegg, Shell
Stuart Cagen, Shell
Lorraine Twerdok, API
Bruce Jarnot, API
Matt Todd, API
Paula Podhasky, API
Mark Fitzsimmons, Steptoe &Johnson

Discussion: Executive Meeting Follow-up

- Dave O'Reilly, has delegated scheduling the "BHRC Principals Meeting" to Marty Bitters, ChevronTexaco Corporate Public Affairs
- Dave O'Reilly will convene an internal meeting prior to "Principal's meeting"
  - Internal meeting is to reaffirm importance of project and refresh on technical merits of study and consequences of study non-completion.
  - Participants: internal funding sponsor (products), refining and corporate VPs, legal, PR, technical (Patrick)
  - Should be scheduled week of July 7; maybe even week of June 30
- Other funding sponsors are encouraged to have similar internal meetings. [Shell has already scheduled internal meeting]

Decision: Current sponsors funding guarantee or study possible termination decision for SHS needs to be made by 1 August 2003; decision anticipated to be made at 'Principals' meeting/call.

Action Item: Inform Oversight Committee members of the Chevron Texaco internal meeting outcome. *(Patrick Beatty)*

Action Item: Schedule internal meeting to brief decision makers within your company and inform that funding decision expected at 'Principals' meeting/call *(ALL)*

Action Item: Contact Marty Bitters and recommend that he begin scheduling the 'Principals' call ASAP; inform Marty that the OC has set 1 August 2003 as the decision deadline. *(Patrick Beatty)*

Action Item: Make recommendation to Marty Bitters that a consortium member be on the 'Principals' call to respond to any questions that may arise. *(Patrick Beatty)*

Action Item: After feedback from Patrick, give the appropriate person within your company a heads up that the Marty Bitters is in the process of scheduling the 'Principals' meeting *(ALL)*

***Action Item**:* When known, inform OC representatives of the Principal's meeting date *(Patrick Beatty and API)*

Study Conduct:

Action Item: Draft question covering ethical concerns on appropriate handling of study activities while funding is under discussion. Circulate question to OC. Upon approval from OC, call Dr. Brody and discuss. *(Patrick and Lorraine).*

Action Item: Contact Dr. Irons and inquire on status of study (SARS). *(Bruce Jarnot)*

Discussion on Future Invoicing:

Action Item: Request budget reprojection of UC Grant and Case-Control study expenditures for this year, 2004 and 2005. *(Lorraine Twerdok)*

Action Item: Call Craig Parker of Marathon Ashland, find out who to contact about the companies' decision to join the BHR Consortium; follow-up with detailed letter explaining shares and membership *(Don Burnett and Lorraine Twerdok)*

NEXT CONFERENCE CALL:

WEDNESDAY, 02 July 2003, AT 2:00 PM (EDT)

- Annual Meeting
- Budget Discussions
- 'Principal's' meeting update