

**Participants:** Cathy Fehrenbacher, Rick Canady, Bill Kojola, Steve Froggett, Shaun Clancy, Andy Atkinson, Darrell Boverhof, Janet Carter, Chuck Garci, Treye Thomas, Lie Chen, Debbie Kaiser, Yasir Sultan and Carolyn Cairns

**Updates:** none other than, Happy New Year

**Agenda:**

- (1) Finding a day/time for a face-to-face meeting, input by Jan 6th.
  - So far, Jan 12 or 13 are looking best, please be sure to check site. For those unable to travel, a web conference will be made available. May need to add a few days - beyond the 18<sup>th</sup>.
  - There was general agreement to have a meeting sooner rather than later, even if this means most people are via web. Another option may be to have two meetings where only half can make each.
  - The SOT meeting (March 6-10) will be in DC this year, and we may want to consider overlapping another SC face to face meeting with SOT.
- (2) Please send input regarding additional NMs and applications to Steve by Jan 10th.
  - Medical devices, are these included?
    - Medical devices may need a different group of experts and expertise, so we may not be able to address these applications
    - However, there may be overlap of measurement methods or synergies of choosing a material that will have relevance to medical as well as non-medical applications
    - There's general agreement that we should collect the medical device related information if we can at this point.
  - We are excluding food packing, but not food contact materials, machinery, etc.
  - All information received from our inquiries should be conveyed to Steve and considered in the matrix. Some feedback from colleagues so far has indicated uses but were not clear on the specific nanomaterials.
- (3) Review / approve the database scope statement and proposed renaming to "Information and Documentation Catalogue".
  - With no additional comments, the scope statement was approved.
- (4) Review / approve the notes from our last, Dec 21st meeting.
  - With minor edits made, these notes were approved.
- (5) Go through the decision matrix conceptual approach.
  - There was no initial comment on the "10 steps" we see for the SC decision process for choosing methods to evaluate, which were proposed as:
    1. Develop matrix (done)
    2. Populate with materials and use types/scenarios from SC (done)
    3. Ask for input from colleagues outside of SC (done) and add input to matrix (pending)
    4. SC provides ranking data to develop initial pass at high priority materials via email
    5. Use heat map of ranking data to discuss high likelihood choices and identify gaps in our approach

6. If needed refine matrix and re-rank, and narrow choices to several materials
  7. Delete materials not chosen by the group to include further
  8. Add specific scenarios/methods
  9. Rank scenarios/methods using a similar approach
  10. Construct an initial list of materials/scenarios/methods to consider in SC workshop
- There was general agreement that definitions of terms used in the criteria columns would be very helpful.
  - The life-cycle needs to include the various steps along initial production, in addition to after the formation of the final product. A material goes through a number of steps, each with a potential for release. How about considering the “value-chain” approach vs. the “life-cycle” approach.
  - We probably need to consider both, but any cycle needs to remain focused on a solid matrix and not include free, or unbound starting materials.
  - A widely used precursor material should be considered, as well as the follow up uses – and in each situation the point to consider is the potential for release.

**Follow up Items:**

1. Develop definitions of criteria that flesh out the meaning/scope of each column in the matrix, making it clear that we are trying to understand release potential that may lead to exposure in
  - a. Considering the “solid matrix forward” (i.e., after it has been solidified),
  - b. Considering fabrication from “feeder pellets” or similar uses of materials in manufacturing, and use of parts or the unfinished material (in matrix form) in both occupational and consumer scenarios.
  - c. Considering full life cycle and full value chain of uses of a material
2. All SC members please send to Steve any input to matrix received from the solicitation letter no later than January 10