

Participants: Jo Anne Shatkin, Janet Carter, Rick Canady, Shaun Clancy, Steve Froggett, Chuck Geraci, Debbie Kaiser, John Monica, Bill Kojola, Myriam Hill, Carolyn Cairns, Michael Hansen and Yasir Sultan

Draft Agenda

(0) Rotating Co-chairs:

We proposed rotating co-chairs every 6 months, but we have let this lapse. During this call, I would like to request that people interested in serving as one of the next co-chairs send an email. During our next call, we will select the next co-chairs.

(1) NCC update: (John Monica)

- Discussions within the NCC have been productive and continue.
- At this point, two CNTs manufactures and two other companies specializing in the use of CNTs have expressed interest in learning more about the NR project and potentially participating in the testing phase.
- A good next step will be to arrange a call among the companies and NR SC members.

(2) Approvals:

Last call notes – approved as drafted

Project Objectives – not approved, edits/clarifications pending

Task Group Charges – need clarification on what is meant by

“transformation” / distinguish that this project is not intended to be exposure assessment.

- Pending the discussed changes – the charges are ready for use in recruiting experts to the Task Groups

Updated NR web site – the group agreed that the value chain diagram is very helpful for understanding the NR project objective statement.

- Should integrate the pictures used in the diagram with the text in project objectives.
- Should label the pictures in the diagram
- Need to check with CEPA language regarding “articles”, etc.

(3) Expert Group Status and Process:

- At this point, we have a detailed list of potential experts to recruit for the TGs. The tables have been color coded to highlight their affiliation, as we would like to maintain a balance.
- The “expertise” column is very helpful when considering people as this helps ensure the group will have the range of expertise to handle the work ahead.
- The Companies from NCC that are interested in the participating, should also consider expert involvement in the Task Groups.

Next Steps:

1. Shaun will find a time to hold the call with the NCC
2. Debbie will work with Steve to finalize the Project Objectives and clarifying “transformation” in the Task Group charges
3. Rick and Steve will set up calls with each of the SC co-chairs on each of the TGs to begin planning and coordinating.
4. Shaun and John Monica will revise the data call based on today’s discussion
5. Rick and Steve will set up a call with interested parties regarding the testing labs.