

Midyear meeting-AIHA Headquarters

Attending: Kevin Cummins, Jim Calpin, Jean Grassman, Dan Napier, Shane Quehee, Margie Brieda, AIHA

Budget

Kevin Cummins, BMC Chair, reviewed the budget. This year, the committee was allocated \$8075 and by 9/30 had spent \$2383. The expenses for this meeting will come out of the remaining monies. In addition, the cost of conference calls is not included in the expenditures report.

A budget of \$8075 has been requested for next year

Dan will add a link to the reimbursement form to the BMC website.

Membership

There have been concerns about the difficulty of communications between committee members when it is not necessary or desirable to use the listserve. To facilitate communication, Jean will compile a contact list of members and corresponding members that includes both their e-mail and telephone numbers

Dan will add a notice of the existence of the listserve to the BMC website.

In addition, Dan will update David Ashley's new member package.

Jim Calpin handles membership issues. He reported that we've added 2 new members. Some foreign members should be included on the committee even if they don't attend meetings.

Discussion of ways to involve members ensued. One idea was to create subcommittees to divide and focus on tasks. One possibility is to create an International BM Subcommittee to assist with biological monitoring problems in other countries.

Communicating developments in biological monitoring: In order to keep the membership current in new developments in BM, Kevin suggested that members use the listserve to circulate citations for important articles that they encounter.

BEEL Biological Environmental Exposure Level

Shane reported on his efforts to create the first BEEL for MDA. He said he chose MDA because it had the simplest metabolism. In addition, there is no BEI for MDA. The committee expressed appreciation for his accomplishments in this arena.

Student awards

Margie announced that it is now possible to query the abstracts to find those authored by students. We can request a list from her. Dan will use the listserve to assemble the judges. Both student posters and talks are available.

Jim Calpin will develop a list of criteria. Jean will forward a list of criteria used for poster evaluations at Brooklyn College science fairs.

Biological Monitoring Position paper Kevin said he will table it until after we've progressed with the guide.

Session arrangers meeting Dan reported on the scheduling for next years meeting. Mark Boeniger's dermal session will be on Wednesday from 1 to 5 pm. The Biological monitoring technical is scheduled for Monday 2-6 pm. This will also be a BEEL forum time unknown.

2003 Arranger: Dan will arrange and train a new person. There are plans to do subsequent arranging via the internet.

Leadership workshop Jean cannot attend on Feb 1-3. Kevin will probably attend in her place.

SPECIMEN newsletter There is an electronic template for use.

Biological Monitoring Book

The remainder of the session was devoted to discussing how to efficiently complete the biological monitoring guide. The audience for the guide is undergraduate industrial hygienists.

The planned format is a soft cover book although the possibility of combining a book and CD were also considered. Other possibilities include having the slideshow in a web site, or including the slideshow as a section of the book. The current plan is to include the slideshow as section III of the book although this may need to be revised.

Questions and Answers: The book contains a lengthy question and answer section. The group discussed how to best present this material. A flow chart may be included or the questions may be modified to be more general. Shane will revise the question and answers based on the discussion and send out the revision.

The current goal is to finish a complete first draft of the book by May 2002.

Other book authors include Tim Buckley, Jenny Quintana, Gary Spies, Reggie Suga, and Paul Ullucci.

J. Grassman
1/14/02