PLAINTIFF'S EXHIBIT
UC-1745

Agenda Items and Accountabilities	Topics, Comments, and Action
I.	REVIEW OF PRIOR ACTION ITEMS
A.	Work Activities in Manufacturing OH Program
	Item I-A-5 - R. E. Peele reported that M. R. Huffman is in the process of incorporating, as part of his computerized list, the additional chemicals recently submitted to him, but it will take some time for this list to be completed.
RVM/JCH	Item III - R. Van Mynen reported that he had nothing to share with the group about the meeting which he and J. C. Hovious were to have with R. E. Graebert on how Engineering people will be used on OSS audits.
RWC	Item VIII - R. W. Cope reported that his assignment "to develop a strawman proposal for the OH Team on how to measure performance" is still on schedule and should be completed, as planned, by the end of the first quarter of this year.
B.	Priority Chemicals List for Vans and SID/R&D Work - R. E. Peele reported that the meeting scheduled for 2-6-79 was held, as planned, and a report has been submitted to all members of the Team for their review. A list of ten recommended solutions to this subject were developed and should be reviewed by all Team members so that they might be discussed and resolved during the next Team meeting.
REP	
C.	Propylene Oxide Health Concern - R. Van Mynen reported that he would discuss this assignment with L. A. Crisorio and push for completion on this assignment to identify results of our contacts with Dow and their recommendations relative to propylene oxide, i.e., exposure, control, etc.
RVM/LAC	
D.	OH Van Schedule - R. E. Peele reported that copies of the OH van schedule were routed to all members of the OH Team, as planned. The assignment to utilize a project team, composed of J. C. Hovious, J. E. Neff, R. E. Peele, and M. D. Seymour, in development of a sampling strategy for van usage at C&P locations has not been completed. However, this need has been addressed as part of one of the ten recommendations in the proposed long-range plan for prioritization of chemicals and van usage (see Agenda Item I-B).
E.	Additions to the Carcinogen List - R. W. Cope reported that he did route copies of all OH Team items (agreed to by the Safety Team for inclusion as a part of the Safety and Health Information Manual) to all members of the OH Team.
F.	Ketones - No action or activity was reported for T. P. Raby on his assignment to develop an up-to-date list of NIOSH activities relative to the ketone effort. This is to be reported on at the next meeting. R. Van Mynen reported that he and L. A. Crisorio have agreed, following discussions with representatives of our Coatings Commercial Area, as well as other comparable industries, that we should become involved in a joint industry approach to this issue under the auspices of the National Painting and Coatings Association. K. G. Morlock has been contacted and identified as the individual to represent C&P in this venture.
TPR	

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Agenda Items and Accountabilities	Topics, Comments, and Action
G. LAC	Ethylene Dichloride - R. Van Mynen reported that our response to the OSHA request for information has been submitted to R. N. Wheeler as planned. No report from L. A. Crisorio on his assignment relative to contact with J. W. Whittlesey in determining the consequences to us if we do not respond to an OSHA request for information of this type.
H. REP	Response Procedure for OSHA/NIOSH Request for Priorities - R. E. Peele reported that a meeting of the three-man task force (W. C. Kuryla, R. E. Peele, and T. P. Raby) to develop a "strawman" proposal (on who, how, what, where, etc.) for (1) responding to outside requests for information, and (2) the reacting to requests from contractors, etc. to enter our facilities, has not been held. A meeting is scheduled for next week to address this question. R. W. Cope reported that he has communicated with Safety the desire of the OH Team to add the names of B. Ballantyne, M.D., F. D. Bess, M. G. Manetti, and R. E. Peele to the Safety and Health Information Manual.
I. REP	Development of Methods for Categorizing Chemicals - R. E. Peele reported that no further progress has been realized on this topic.
J.	SHARE Information System - Status Report to OH Team - N. W. Gaines reported that a SHARE Project Team, composed of C. E. Colwell, W. J. Hansen, M. R. Huffman, and R. E. Peele, has been established and an organizational meeting held to explain the objectives and abilities and responsibilities relative to this assignment.
K. RTK	Potential Sale of Glycol Still Bottoms to Cement Manufacturers - R. T. Kramer reported that a meeting was held with appropriate Engineering representatives and that Engineering has visited a proposed contractor on this subject. However, no solution has been agreed upon and the problem is still under study.
L. RVM/LAC	Occupational Exposure to Pesticides - OSHA Regulation - R. Van Mynen reported that he and L. A. Crisorio have not had opportunity to follow up on this assignment. This will be reported on at the next meeting at which time an accepted position will be shared.
M. RTK/REP	VAGH Lachrymator Problem at 514 - W. C. Kuryla reported that his assignment to work with appropriate technology managers in obtaining samples of the suspect material is continuing as planned. E. Q. Hull, M.D. reported that findings today, following contact with appropriate medical representatives, do not reveal any adverse problem other than lachrymation. Some mention was made of the discussion during the previous meeting involving sending samples to TAG for study. However, Dr. Hull stated that he saw no reason to do this. The Team agreed. R. Van Mynen emphasized that R. T. Kramer and R. E. Peele will confirm that appropriate process changes are being implemented to in fact eliminate lachrymation.

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Agenda Items and Accountabilities	Topics, Comments, and Action
N.	Update on Contract Chemical Manufacturing Guidelines - R. T. Kramer reported that the policy statement with its attachment of proposed procedures, has been compiled and will be submitted to the Team for review and ultimate routing to appropriate officers for signature.
RVM	R. Van Mynen agreed to review this with the UCC General OH Committee with the recommendation that it be used possibly as a test to define the route which might be followed for Corporate action on
RVM	this subject. R. Van Mynen agreed to talk with the appropriate Purchasing representative in New York to communicate the extent of our problem relative to uniform commitment on the part of Purchasing and Materials Management people to ensure compliance with the proposed procedures. This discussion will involve an explanation of the extent of our problem and a hoped for solution on the part of Purchasing.
O.	Update on the Kanawha Valley Laboratory Project - R. Van Mynen referred to his letter on this subject.
P.	OH-Related Emergencies - N. W. Gaines reported that no progress
NWG	has been realized on inclusion of the recommended reaction plan as a part of the existing Safety and Health Information Manual. This item will be carried over to the next Team meeting.
Q.	Surplus Equipment Procurement and Transfer - R. T. Kramer reported
RTK	that input from the Northern EP/OH Coordinators indicates that this problem is not critical at this time. He will communicate this
RVM	fact to the original originator of the request for a position. R. Van Mynen will check with the Law Department and push for a uniform legal opinion relative to the liability associated with this question.
II.	SECOND-PHASE LIST OF WORK ACTIVITIES - OH PROGRAM
	N. W. Gaines summarized action to date relative to this subject with the explanation that a meeting was held in Victoria, Texas February 14, 1979 with R. W. Cope, J. N. Dermit, N. W. Gaines, R. E. Peele, and J. C. Schonberg, at which time a list of work activities and work assignments for each activity was developed.
OH Team	R. W. Cope reviewed the results of this meeting (see Attachment #1) and discussed each item in detail. The Team is requested to review these activities and assignments and submit their comments and criticisms by March 10, 1979, so that action on these assignments might be initiated. N. W. Gaines explained that much difficulty has been encountered at the locations because of the lack of objectives and standards relative to location implementation of the program. A proposed objective along with five standards has been developed (see Attachment #2), and he reviewed this in detail with the Team
NWG	stating that it is his desire to present this to the APM Safety and Health Committee along with the proposed second-phase list of activities, but that he needs input from the OH Team as to the con-
OH Team	tents. Comments from the Team should be in to N.W. Gaines by 3-10-79.
RWC	R. W. Cope agreed to develop a procedure to cover C&P and UCC people who are visiting or working at C&P locations other than their home base.

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Agenda Items and Accountabilities

Topics, Comments, and Action

III.

JOINT TEAM MEETING WITH HYDROCARBONS

N. W. Gaines explained that the planned meeting with the Hydrocarbons Business Team is still scheduled for April 17, 1979 and tentatively will be held in Connecticut. Attendance at this meeting is not mandatory. It is intended that we follow the agenda to be put together. However, he needs input to this agenda and contributions should be in as soon as possible.

OH Team

IV.

DIENE 205

R. Van Mynen reported that activities relative to production of Diene 205 appear to be progressing toward the establishment of a contract with Vesicol to produce this material with plans that it be shipped to Taft at some future date. He emphasized that SHARE must be involved in these activities and must continue to observe what's going on. J. C. Hovious reported that EP has been deeply involved in the "what" but not the "how". R. Van Mynen reemphasized the fact that we must keep situations of this type in the "fore" - we must keep involved.

V.

TAG MEETING ITEMS

W. C. Kuryla reported that the TAG Team has agreed with the Mellon request that toxicology capabilities be expanded in six new areas of activity, but that they need the support of the OH Team in the form of an endorsement of this decision. The six area needs are as follows:

1) A historical data base for animal studies.
2) Pharmacokinetics training and research.
3) Pharmacokinetics inhalation system development.
4) Biochemical mechanisms.
5) Computerization of body weight-organ weight.
6) Mouse teratology skill center.

The total cost of this effort would amount to approximately $75,000 being essentially expense items. The request was approved as presented.

OH ENGINEERING MANPOWER

J. C. Hovious gave a summary presentation on the status of manpower situation in the OH area by explaining that M. D. Seymour has decided to leave the company and begin working with JBR Associates and that S. R. Hartman will be moved over to pick up the work formally assigned to this person. A. C. Booth has been moved in also to assist in this work area and although there may be some temporary effect on the efficiency of the group, productivity should pick up rapidly.

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Agenda Items and Accountabilities

Topics, Comments, and Action

VII. LTM

FETAL PROTECTION POLICY

R. T. Kramer explained that at the last meeting of the Northern EP/OH Coordinators great concern was expressed about the need for more guidance relative to exposure levels, against which female employees should be protected, less they be possibly removed from their jobs. This subject generated a lot of discussion and even questions about the basic concerns of the coordinators. R. T. Kramer agreed to go back to the Coordinators and determine what type of guidance they really need and what do they really perceive their role to be relative to the fetal protection policy. R. E. Peele agreed to check with industrial hygienists and identify the policy employed relative to determining what is safe, etc.

RTK

REP

VIII.

ADDITIONS TO THE CARCINOGEN LIST

W. C. Kuryla reported that recent findings on a C_{12} linear hydrocarbon, entitled dodecane, indicates that this material may be a suspect carcinogen and, since it is handled at least at one location in C&P in quantities as high as 8-10 MM lbs, should we be issuing an announcement relative to the finding on this product? A decision on this question was deferred pending completion of an assignment by W. C. Kuryla involving identifying what has been done by Mellon on other similar straight chain hydrocarbons, and communicating this to R. Van Mynen and E. Q. Hull, M.D.

WCK

RCG

IX.

NORTHERN LOCATION FEEDBACK ON THE MANUFACTURING OH PROGRAM

R. T. Kramer explained that some of the Northern EP/OH Coordinators expressed great concern about the lack of model procedures for small locations. This subject invoked a lot of discussion about the philosophy and position of management relative to work of this type at locations where insufficient resources are available, and R. Van Mynen stated that we must assume the position that all locations must have sufficient resources to meet their obligations. He agreed to review this problem (as associated with the small plants) with Al Walker and highlight the need for emphasis in correction of this deficiency.

Note →

X.

TEXAS CITY OSHA/NIOSH EPIDEMIOLOGY STUDY

R. Van Mynen reported that, because of the concern of one employee followed by an investigation on the part of the government in co-operation with Plant 515, it has been determined that nine deceased former employees of the Texas City Plant did suffer from a peculiar type of brain cancer (glioblastoma multiform - a tumor of the brain tissue), and that two other living former employees have been diagnosed as having the same type of cancer. OSHA has been involved, has checked plant conditions, and determined they are not in violation of existing standards. The plant, in turn, has determined that those deceased individuals, diagnosed as having glioblastoma multiform, worked all

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Agenda Items and Accountabilities	Topics, Comments, and Action
I. (continued)	over the plant and were exposed to many different materials. R. Van Mynen emphasized that we have had good relations with both OSHA and NIOSH on this question and that it is anticipated that this relationship will continue. In fact, plans are being made with NIOSH to engage in an epidemiology study at Texas City, and we have proposed to NIOSH that a similar epidemiology study be considered for the Kanawha Valley.
II.	**SHARE POSITION ON COMMUNICATION OF OH EXPOSURES TO EMPLOYEES**
	R. T. Kramer reported that the Northern Coordinators also have concern in two areas other than that identified under Item IX: first, they need guidance on what information to communicate to their employees and how. They would like to have a standardized method for reporting exposure information. Second, they are confused about our internal standards and guidelines as listed in the carcinogen form being generated by the OH Team and distributed within the Division. They do not understand what these two terms mean. Consequently, there's great diversity in application and reaction throughout the Division relative to these terms.
	N. W. Gaines reported on the results of a discussion which he had with legal representatives on the subject of reporting exposure information. They stated that we have a clear responsibility to report exposure information to employees under each of the specific standards which have been generated. However, there is nothing in the OSHA Act which addresses the question of reporting exposure data to employees for those contaminants for which a specific standard has not been written. R. Van Mynen addressed the question of our moral and ethical responsibilities and stated that, even though we may not be legally required to report such matters, it should be our internal policy to address such questions and ensure
REP/RWC RTK/RRR/WCK	that employees are properly informed. R. E. Peele agreed to work with R. W. Cope in development of a proposed procedure for communicating exposure information to UCC employees with it being designed to be compatible with our existing Manufacturing OH Program. This proposal will be reviewed with R. T. Kramer, R. R. Rankin, and W. C. Kuryla for their criticism and communicated to R. Van Mynen. Every effort will be made to complete this proposal prior to the next meeting of the UCC "General OH Committee" working on this same question.
WCK	R. Van Mynen stated that this confusion about the standard/guideline question must be corrected. W. C. Kuryla agreed to review the list of chemicals on the carcinogen list, identify those which would fall into a standards category, and those which would fall into a guide-
EQH/RVM WCK/EQH/RVM	lines category, and communicate with E. Q. Hull, M.D. and R. Van Mynen on the conclusions reached and obtain U/A. W. C. Kuryla, E.Q. Hull, and R. Van Mynen then will develop ground rules on what to do for both cases, determine how to implement as a part of the existing program concept, and R. Van Mynen will take the concept communicate it with the appropriate management in Manufacturing, Distribution, R&D, etc. to ensure its effective implementation.

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Agenda Items and Accountabilities

Topics, Comments, and Action

XII. IH MONITORING OF CONTRACTURAL EMPLOYEES

R. T. Kramer and R. R. Rankin summarized the position of both the Northern and Southern Locations relative to the question of contractors and identified two fundamental problems. One involves those contractors who are not UCC employees and the other involves the contractor-type situations, associated with Construction and Distribution, where the people are UCC employees. It was agreed that there are some very real deficiencies relative to the OH/IH concerns associated with Construction employees in particular, as well as those R&D and other Engineering employees who might be working at a given location other than their home base. D. E. Gould explained that plans have been made to identify and correct deficiencies associated with Distribution-type facilities such as the Private Truck Operation at Institute.

JCH — J. C. Hovious agreed to meet with appropriate management, communicate the nature of the problem, and obtain commitment to have a deficiency analysis performed on the OH/IH aspects of the Engineering Construction effort. IH support for this project will be negotiated with R. E. Peele and G. F. Hurley.

XIII. CAPABILITY FOR MAINTAINING THE TERATOGEN IDENTIFICATION SYSTEM "EVERGREEN"

R. E. Peele reported on the status of his effort to have existing information collected from each C&P location on teratogens (where they are handled, estimated exposure, status of efforts on implementation of a policy, etc.) and stated that this information has been computerized to ensure accuracy, ease of update, and quick accurate retrieval of information on demand. EP/OH Engineering personnel (under the direction of W. J. Hansen, who maintains the computerized records) and R. E. Peele will ensure that new data is generated as needed in accordance with an agreed-upon plan. It was agreed that the information should be updated every six months and that each location representative should receive a computerized copy of the information contained in the computer. One complete copy will be sent also to W. C. Kuryla.

REP

XIV. REACTION TO GLYCIDYL ACRYLATE

E. Q. Hull, M.D. expressed concern that we have no real policy or position (which the locations should adhere to) relative to internal communication of health information received from suppliers about their chemicals. It was agreed that this question needs to be reviewed, and that Dr. Hull and R. Van Mynen will develop a position on subjects of this type for use in the future when questions arise about the suspect nature of a given chemical which may be handled at a specific C&P location.

EQH/RVM

BRF 0272

genda Items and
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Topics, Comments, and Action

V. FACILITATOR

Mr. T. M. Limpert, a member of the management and organizational revewal section of the Employee Relations Department in New York, met with the Team during the meeting, shared his thoughts on the logic employed in our approach to our problems, and at the end of the meeting gave his insight into the things that we are doing right, the things that we could improve on, and recommendations on items for which we could show progress.

Submitted by,

R. E. Peele

EP/slh (3-5-79)

ttachments

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ACTIVITY	STATUS	INPUT NEEDED	PRIORITY	TARGET COMPLETION	RESPONSIBL INDIVIDUAL
I. Reinforce Procedure Development and Control Systems by:					
A. Developing <u>new</u> standards through the Standards Team System for:	Radiation standard complete.				RWC
1. Procedure and design standards for controlling and handling toxic materials, e.g., carcinogens & teratogens.	Classification system required.	OH Team	A	1-Q-79	REP
	Carcinogen standard being drafted.	Select IH/OH personnel	A	1-Q-80	RWC
2. Control and handling of regulated areas.	Draft standard out for informal review.	Select IH/OH personnel	A	3-Q-79	RWC
3. Noise control.	Draft standard out for informal review.	OH Engineering	A	3-Q-79	WJH
4. Control of toxic gas releases.	Draft standard out for informal review.	Standards	A	3-Q-79	RWC/RAR
5. Toxic gas detection systems.	New.		A		
6. Drinking water.	New.		B		
B. Obtaining location industrial hygiene input into <u>existing</u> standards through the Standards Team System on:					
1. Master Tag Procedure.	New.	Location IH	B	2-Q-79	
2. Procedure for Accident Investigation.	New.	Location IH	B	2-Q-79	
3. Facility and Operations Change Review.	Repeat.	OH Engineering	B	3-Q-79	

BRF 0274

Attachment #1

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OBJECTIVE:

To effectively implement the Occupational Health Program at C&P Locations.

STANDARDS:

1. All levels of location management and supervision have demonstrated their concern and support for OH by involvement and actions that are visible to all employees.
2. The deficiencies in the location OH program have been determined, with particular reference to the Manufacturing OH Program.
3. The critical activities and the required resources have been defined to correct the deficiencies identified in the location OH program.
4. The responsibilities and accountabilities for specific program activities or components have been assigned (e.g. for the steering or central committee, the line organization, and the staff groups).
5. A prioritized action plan has been prepared for implementation.

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(1) RCG
p 5, 6, 7

NOTES OF OCCUPATIONAL HEALTH
OPERATIONS TEAM MEETING
FEB. 27, 1979 - S. CHARLESTON, W. VA.

(2) LTW

(Prepared by R. E. Peele)

To: OH Operations Team:

Mr. L. A. Crisorio	- NYO	
Mr. N. W. Gaines	- 511	
Mr. D. E. Gould	- 312	(Somerville)
E. Q. Hull, M. D.	- 511	
Mr. J. C. Hovious	- 511	
Mr. R. T. Kramer	- 511	
Dr. W. C. Kuryla	- 511	
Mr. T. P. Raby	- 312	
Mr. R. R. Rankin	- 515	
Mr. R. E. Peele	- 511	
Mr. R. Van Mynen	- NYO	

LTW

cc:

Mr. F. Ashman	- NYO	
B. Ballantyne, M.D.	- 511	
Mr. F. D. Bess	- 511	
Mr. T. W. Carmody	- NYO	
Dr. C. E. Colwell	- 525	
Mr. R. W. Cope	- 511	
Mr. J. L. Gary	- 519	
Mr. R. E. Graebert	- 511	
Mr. M. E. Hall	- 511	
Mr. W. J. Hansen	- 511	
Mr. S. R. Hartman	- 514	
Dr. D. L. Heywood	- NYO	
Mr. V. H. Johnkoski	- 511	
Mr. J. B. Johnson	- 511	
Mr. N. H. Ketcham	- 511	
Mr. T. M. Limpert	- NYO	
Mr. J. D. Martin	- 510	
Ms. M. G. Manetti	- NYO	
Mr. J. E. Neff	- 511	
Mr. R. A. Ream	- 511	
Mr. A. G. Voress	- NYO	
Mr. R. N. Wheeler	- 511	
Mr. J. W. Whittlesey	- NYO	

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