

Berlin, 20 April 2020

Minutes (03/2020)

24th HBM4EU Management Board Meeting

*Thursday, 12 March 2020, from 09:30 to 15:00
at the Occidental Praha Five Hotel, Radlická 46/3276, 150 00 Praha 5 - Smichov*

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Time	Item No.	Topic
09:10 – 09:50	1	<p>Organisational Issues (Marike Kolossa-Gehring)</p> <ul style="list-style-type: none"> - Organisational issues of the meeting - Adoption of the agenda - Date and location of the next meeting: MB meeting 18-19 May 2020 in Thessaloniki starting at 13:00 on Monday - Organisation/topic of the content meeting in May? <p>Decision proposal: The MB is asked to adopt the proposed agenda Because of the current situation with the Corona Virus, not all MB members could attend the meeting in Prague in person.</p> <p>Attendance in person:</p> <p>Marike Kolossa-Gehring (Coordinator), Pia Splanemann as substitute for Ulrike Fiddicke (WPL 7), Robert Barouki (WPL 5), Jean-Philippe Antignac (WPL 16), Hanna Tolonen (WPL 11), Marieta Fernandez (WPL 14), Kirsten Baken, Greet Schoeters (WPL 10), Ludek Blaha, Jana Klánová (WPL 13), Anja Kiesow, Katerina Sebkova</p> <p>Attendance online:</p> <p>Joana Lobo Vicente, Catherine Ganzleben (WPL 2, 4), Elena Tarroja, Spyros Karakitsios, Denis Sarigiannis (WPL 12), Argelia Castano Calvo (WPL 9), Marta Esteban López, Ovnair Sepai (WPL 8), Mirjam Luijten (WPL 15)</p>

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		<p>The coordinator informed the MB about the MB meeting in Thessaloniki. From today's perspective it is difficult to predict if this meeting will be held in person or online.</p> <p>Agreement on the next content meeting:</p> <ul style="list-style-type: none"> - Interpretation of results from different WPL perspectives: each WP could list/present upcoming results - Legacy: How to incorporate HBM4EU outputs into publications (organisational, what is published from which group, contributions, etc.) - Short report from all WPs with major results or points where they see in the near future a neat added value <p>WPL 12 and WPL 5 volunteered on the last MB Meeting to provide input for the content meeting today on risk assessment and WPL 12 volunteered to draft a guidance section on a fair inclusion of authors to be discussed with the MB and shared with the Task Leaders and to be included in the publication policy document after being accepted by the MB.</p> <p>Decision: Minutes of the last meeting (Berlin, January 30 and 31 2020) have been adopted unanimously.</p> <p>This agenda has been adopted unanimously with the following additions under AOB:</p> <ol style="list-style-type: none"> 1) how to deal with the corona virus and the WP 15 workshop, 2) refunding for meetings cancelled due to COVID-19.
11:15 – 12:05	2	<p>European Green Deal - opportunities for HBM4EU input (Catherine Ganzleben)</p> <p>Information/discussion: Circular Economy – presentation of ideas and discussion of the topics to include in the document that HBM4EU will produce under the “chemicals strategy for sustainability”.</p> <p>Template to share ideas from HBM4EU to feed into the European Commission's policy mapping documents.</p> <ol style="list-style-type: none"> 1) WP2/4 gave a presentation on the European Green Deal. <ul style="list-style-type: none"> Chemicals play a role in several of the green deal areas: <ul style="list-style-type: none"> - human body, - ecosystem and biodiversity, - and farm to fork <p>WP2/4 announces opportunity for HBM4EU to feed in a statement</p> <p>Proposal from the WPL: Identify key directions in chemicals policy that Europe should pursue. Promote the use of HBM as a tool to support chemical policies.</p> <p>Possible content:</p>

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		<ul style="list-style-type: none"> - General introduction: who is HBM4EU, why is HBM4EU well positioned to provide input from MB Board - Key directions in EU chemical policy - Role of human biomonitoring in supporting policies <p>Proposed procedure:</p> <ul style="list-style-type: none"> - Write a letter about possible content to the EC - Short text with reflections from HBM4EU side, 3-4 pages - Paragraph on issue HBM4EU identified to be relevant - Different MB members tackle different perspectives - Room for a paragraph which focuses on role of biomonitoring on policies and risk assessment. <p>This process is planned over the next 6 weeks.</p> <p>The MB agreed to add more on exposure and health, for example effect markers and to include premarket screening and early prioritisation.</p> <p>Action point: WPL4 to prepare a first draft/outline capturing the main points where the MB can provide input and points out the key directions. WPLs could draft input and write paragraphs. WPL4 to provide outline and adds name of MB members next to each issue so that each one knows where their input is needed/asked for.</p> <p>Additionally, chemical strategy will be published in March by EC, HBM4EU could add public comment on the road map. This could be produced in the next 2-3 weeks. If this takes longer, a letter could be submitted. WPL 4 will also share the position paper on the non-toxic environment strategy of the EPA network that can serve as an inspiration.</p> <p>2) WPL4 gave a presentation on Circular Economy:</p> <p>WPL4 suggested to feed HBM4EU into policy debate on circular economy.</p> <p>WPL4 suggested to produce a report/outline and send an annotated outline to the MB around next week, MB is asked to comment in written form.</p> <p>The MB discussed the following options:</p> <ul style="list-style-type: none"> - Produce content this year and joint HBM4EU Report next year - Joint Publication of HBM4EU and EEA with an ISBN number if the data are ready?
09:50 – 10:10	3	<p>Focus groups 2020 (Joana Lobo Vicente)</p> <p>Four countries have replied positively to hosting the focus groups (NL, CY, DK, HU). These 4 countries provide a good representation of North, South, Central and Nordic Europe.</p>

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		<p>Normally, the MB would be asked to vote on two countries. Due to the rising interest in this activity which makes a good link with public awareness, we would like to suggest to accept 4 focus groups for 2020.</p> <p>There are no budget implications as the PMs for this should come from the 0.5 PM that the NHs have under WP6.</p> <p>Decision proposal: The Management Board is asked to select which countries should host the focus groups in 2020.</p> <p>WP4 presented the content of the proposed decision. Ideally, the focus group meetings should be held in May and October 2020. EEA offered to host the focus group meetings.</p> <p>WP4 informed the MB that the focus groups will have the same questionnaire. Additionally, the Netherlands will have mixture relevant questions.</p> <p>Decision: The MB agreed unanimously to host all 4 focus groups in September-November and to postpone the related deliverable AD 4.4 to January 2021.</p> <p>Action point:</p> <p>Results of the three focus group meetings that took place in 2019 should be disseminated via a publication, a decision memo to be sent to the MB regarding the results on the 2019 focus groups. WPL4 to send an e-mail to UBA with the new procedure due to the delay.</p>
10:10 – 10:50	4	<p>Dissemination of results of WP8-WP10 (Greet Schoeters)</p> <p>The strategy for making new HBM4EU results available provides some principles and a workflow that will be applied for public communication of newly derived HBM4EU results from the aligned studies. The same principles may also be applicable to the occupational studies and the SPECIMEN study.</p> <p>The strategy has been presented during the MB meeting in January 2020, has been further refined afterwards (based on comments that were received from the aligned studies), and sent to the MB for input. WP2 and WP14 gave feedback. The document has been finalised is now up for approval.</p> <p>Decision proposal: The Management Board is asked to agree on the strategy for making new HBM4EU results from the aligned studies available.</p> <p>WPL 10 presented on the background for the decision proposal.</p> <p>Decision: The MB agreed unanimously on the overall proposal with the following modification: combine steps 4 and 5, and inform the Government Board (GB), Governing Board and National Hub Contact Points (NHCPs, one person per NH) in parallel. (It should</p>

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		<p>explicitly say NHCPs. The Coordinator sends the final proposal to the GB and the NHCPs</p> <p>Timing is 2 weeks (= 10 working days).</p> <p>Action points: WPL10 to share a modified version of annex I with the MB.</p>
10:50 – 11:15	--	<i>Coffee Break</i>
12:07 – 12:20	5	<p>Second occupational study (Ovnair Sepai)</p> <p>Detailed information on the research plan of the 2nd Occupational study and the related estimated budget was presented during the MB meeting in January 2020. According to the budget estimate, some additional PMs and ODCs were needed to conduct the study properly. WPL8 was asked to check if the additional resources can be taken from unspent or not yet specifically allocated budget.</p> <p>Since the MB meeting in January, Hungary has withdrawn from the study since they were not able to recruit enough companies/workers to the study. In addition, it appeared that 3.5 PMs (+ ODCs) has been allocated for WP14 for INSA for effect markers in 2020/2021.</p> <p>Budget implications: 3 PM and 24.550 € (ODCs) - 3 PMs and 4000 € to be allocated under WP14 for 2021 for effect marker analyses and 20.550 € under WP8 for sample transfer and samplings related travel costs.</p> <p>Decision proposal: The Management Board is asked to decide on the additional budget related to the 2nd occupational study.</p> <p>The coordinator informed the MB that at this point there is no clear information on the budget available, therefore, decisions have to be made under reserve. The coordinator also emphasized that additional work/PMs need to be backed up by activities, those should be mentioned in a decision memo and/or in the AWP</p> <p>Action Point: WPL8 to clarify what additional work shall be done with the extra PMs. Decision was postponed.</p>
12:20-12:30	6	<p>Annual Work Plan 2021 – open ends (Anja Kiesow)</p> <p>Information: AWP2020/21 check for ,open ends‘ and refinement</p> <p>Anja Kiesow from UBA presents on next steps of the AWP 2021 and reminds the Work Package Leaders to check their Work Package for “loose ends” for both, AWP2020 and 2021.</p> <p>Action Points: UBA to circulate a list with examples of “loose ends” to the Work Package Leaders.</p>

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		<p>Generally: WPLs should provide a full plan with budget and activities/resources by June 2020 (M42) – if this is not possible, they should share a general plan when to expect information on resources.</p> <p>WPLs should send an e-mail regarding their concern regarding loose ends and timeline to the UBA Team. They will consult with EC on the process.</p>
12:30 – 13:30	--	<i>Lunch break</i>
13:37 – 14:00	7	<p>Information on ISES article (Robert Barouki)</p> <p>Information on a planned paper to be written by the ISES group in close collaboration with some experts from HBM4EU.</p> <p>WPL6 presented an outline of the planned paper. WPL6 informed the MB that ISES Europe has decided to have a small group in the future of HBM (UBA, VITO, INSERM, ISCIII, etc.), a meeting in ISPRA on further steps is planned.</p> <p>The MB discussed the question on how it can be safeguarded that not others make use of work and results which was mainly produced by HBM4EU in an inappropriate way</p> <p>Action Points: WPL1 to contact Juri (ISES Europe) on behalf of the consortium. The coordinator shall express interest of HBM4EU in getting involved in the process and to safeguard that HBM4EU's work is reflected properly.</p>
14:00 – 14:20	8	<p>Legacy of HBM4EU for a new partnership (Robert Barouki)</p> <p>Information/discussion: MB discussion on AD6.3 “Legacy of HBM4EU for a new partnership”, sharing of ideas and discussion.</p> <p>WPL6 presented on the Legacy of HBM4EU for a new partnership</p> <p>Action Points: Slides and concept to be shared with the MB. Feedback can be provided to WPL6.</p>
14:20 – 15:00	9	<p>AOB</p> <ol style="list-style-type: none"> 1) Conferences and events (WPL2) postponed because WPL2 has to leave MB meeting due to an emergency meeting regarding the current Corona situation. 2) Decision memo the costs of the QA/QC program for the 2nd list of priority substances. This was sent for written decision on 02 March 2020 but questions can be discussed (if necessary) and decision can also be taken during the MB meeting.

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		<p>Decision proposal: The Management Board is asked to approve the budget for the QA/QC program for the 2nd list of priority substances with the subsequent amendment of the WP 9 AWP 2019 and WP 2020.</p> <p>WPL9 presented information about the costs of the QA/QC program for the 2nd list of priority substances and informed the MB that there are no budget implications expected.</p> <p>Decision: The MB agreed on it unanimously (1 absent).</p> <p>3) Travel cancellations due do the current situation with the Corona Virus – how should MB members handle travel costs?</p> <p>UBA informed the MB that neither the Consortium Agreement, nor the Grant Agreement give us clear guidance on how to deal with this unusual situation.</p> <p>Birgit Puppe sent a proposal via E-Mail which UBA introduced:</p> <p>The MB can decide that reimbursement by HBM4EU will be accepted.</p> <p>Decision: The MB agreed unanimously that it is necessary to find ways for reimbursement of the respective costs from the HBM4EU budget.</p> <p>Action point: UBA to prepare a decision memo on reimbursement of cancelled trips due to the Corona virus.</p> <p>4) Impact of the current Corona virus situation on planned WP 15 workshops</p> <p>The MB discussed that more remote meetings are needed. A limited number of participants would make remote meetings more effective and feasible. No booking of facilities until April, if booking is unavoidable then without cancellation fees.</p> <p>WPL16 expressed concern regarding sample collection and specimen samples, a delay is to be expected which might have consequences.</p> <p>WPL11 informed the MB that training week will be early may and an instruction of potential participants on how to book travel trips to avoid costs is needed. A potential online training week has been suggested.</p> <p>WPL8 suggested to buy equipment/interactive tools and to ask the commission beforehand.</p> <p>Action point: The coordinator to contact the EC to ask about how to get new equipment to stay in online meetings and to clarify possibilities if it is possible to buy equipment from HBM4EU budget.</p> <p>WPL11 to clarify with RUMC to do a webinar training school week.</p>