

Berlin, 30 June 2020

Minutes (05/2020)

25th HBM4EU Management Board Meeting

Monday, 18 May 2020, from 10:00 to 18:00
Tuesday, 19 May 2020 from 10:00 to 17:30
via video-/telephone conference due to COVID-19

Monday, 18 May 2020

Time	Item No.	Topic
10:00 – 10:25	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 24-26 June 2020 in Berlin (or virtual) starting at 13:00 on Wednesday until 17:00 on Friday - Organisation/topic of the content meeting in September? Discussion postponed to June Meeting - Proposed dates MB meetings in 2021: 28./29. January, 18./19. March, 20./21. May, 23.-25. June, 09./10. September and 18./19. November 2021. - Information: Change of Representative of the BfR <p>Decision proposal: The Management Board is asked to adopt the proposed agenda and to decide on the Management Board meeting dates for 2021.</p> <p>Decision: The Management Board adopted the agenda and agreed on the following dates for the Management Board meetings in 2021 unanimously: 28./29. January 2021, 18./19. March 2021, 20./21. May 2021, 16.-18. June 2021, 09./10. September 2021, 18./19. November 2021.</p> <p>The coordinator informed the Management Board that Axel Oberemm will take over the position as representative for BfR from Alfonso Lampen as of now.</p>

Time	Item No.	Topic
----	2	<p>Budget overview (Birgit Puppe)</p> <p>Information: Actual overview on the current HBM4EU budget (under restriction of the outcome of the financial reporting 2019)</p> <p>Due to technical issues this item was discussed on 19 May 2020.</p>
10:25 – 12:00	3	<p>COVID-19: Impacts on HBM4EU (Marika Kolossa-Gehring)</p> <p>Discussion on the impacts of COVID-19 on the work of the Work Packages, deliverables, budget (e.g. unspent travels) and more. After consultation with the EC project officer an extension of HBM4EU up to one year is possible (budget neutral). The MB is asked to discuss and decide about a request for an extension.</p> <p>The Work Package Leaders presented the expected impacts of COVID-19 on their Work Packages. The presentations are provided on the HBM4EU SharePoint.</p>
12:05 – 13:15		<i>Lunch Break</i>
13:15 – 15:00	3	<p>COVID-19: Impacts on HBM4EU (continued)</p> <p>Some Work Package Leader expect delays in the planned activities, others are confident to finish in time. It is expected to have a more detailed picture after the summer break in September 2020.</p> <p>The Management Board discussed a possible extension of HBM4EU. Not all activities might need to be extended as they are not so much affected by COVID-19.</p> <p>There are different scenarios to be discussed: 1) What can be completed within the original timelines? 2) Which tasks/WPs would benefit from a six months extension and what would be the additional costs including coordination/management costs? 3) What would an extension of 3 months mean work- and cost-wise?</p> <p>Decision proposal: The Management Board is asked to decide whether an extension of HBM4EU until 2022 should be requested.</p> <p>Decision: The Management Board considers to ask for an extension up to 6 months, but aims to finish all activities in time for which it will be feasible. Extension will be requested for those activities which cannot be finished by 2021 (e.g. analysis delayed due to delayed fieldwork, closed laboratories, ...) to ensure the</p>

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		<p>successful implementation/finalisation of HBM4EU. Budget implications still need to be discussed.</p> <p>Action Point: All WPL to inform UBA about delayed (additional) deliverables. The coordinator will send an e-mail on the AWP2021 with a request to check all (additional) deliverables until the end of the project.</p> <p>Action Point: All WPL to fill in the template (as presented by WPL16) with expected delays. UBA will generate the template and send it with the minutes of this meeting. As mentioned by several WPL this will be premature information and everyone should aim to finish all tasks in the originally planned timeline until 2021. If additional budget is needed please try to calculate as exact as possible at this time, please also keep in mind management activities.</p>
15:00 – 15:40	4	<p>Annual Work Plan 2021 (Kim Pack, Anja Kiesow, Rosa Lange)</p> <p>Information: AWP2021 timeline, 'open ends', framework and refinement.</p> <p>Kim Pack presented potential changes in AWP2021 due to the current COVID-19 situation, the actual timeline and the next steps including what is needed from the WPL and PL.</p> <p>Decision/Action Point: The MB agreed unanimously to schedule a half-day telephone conference on 25 August 2020 on AWP2021. All WPL will check if they or a substitute will be able to attend on this date.</p> <p>Action Point: The MB is asked to send</p> <ul style="list-style-type: none"> a) updated versions of the AWP2021 WP descriptions, resource tables and introductory texts b) the filled-out checklist on the upcoming deliverables <p>to the coordinator by 08 June 2020. More detailed information can be found in the E-Mail sent to the Management Board on 20 May 2020, at 17:46.</p> <p>Requests for required budget shifts in 2020 and between 2020 and 2021 should be collected, agreed upon with partners and other WPLs and then sent to Birgit directly, as per usual for budget shifts.</p>
15:40 – 16:05		<i>Coffee Break</i>

Time	Item No.	Topic
16:10 – 16:30	5	<p>UBA resources not spent in 2019 (Marike Kolossa-Gehring)</p> <p>UBA requests a shift of unspent resources from AWP 2018 and AWP 2019 in WP9 to other WPs where unforeseen activities appeared. The use of resources has not been as high as expected and UBA would like to use part of these unspent resources in WP4 (support adapted prioritisation strategy for PARC), WP8 (additional quality assurance), and WP10 (data protection and evaluation issues). The respective WPLs have already been consulted and they agreed to the additional activities in their WP. After the submission of the financial statement for 2019, this budget (formerly allocated to UBA) has been transferred temporarily to the overall project reserve.</p> <p>Decision proposal: The Management Board is asked to decide if budget that has been formerly allocated to UBA can be used by UBA to finance additional unforeseen activities in WPs 4, 8, and 10.</p> <p>Decision: The Management Board agreed to the proposal (12 yes, 1 abstention).</p>
16:30 – 17:20	6	<p>Prioritisation process for PARC (Catherine Ganzleben)</p> <p>It is proposed to run a prioritisation process for PARC in 2020 in order to identify research priorities for the first three-year strategic plan. This process would be run in parallel to the third round of prioritisation focussed on human biomonitoring activities - already foreseen in the Annual Work Plan for WP4 in 2020 and 2021.</p> <p>WPL4 presented the proposal and why/what HBM4EU should contribute and proposed a webinar in early June to explain the process of the online survey.</p> <p>Decision proposal: The Management Board is asked to decide whether to run a prioritisation process to feed into the development of the Partnership for Chemical Risk Assessment (PARC).</p> <p>Decision: The Management Board agreed to run a prioritisation process to feed into the development of the Partnership for Chemical Risk Assessment (PARC) with the following comments:</p> <ol style="list-style-type: none"> 1) Two WPL did not agree with assigning budget for 2021. 2) The Management Board agreed to not assign additional work to the NHCP for PARC within HBM4EU.

Time	Item No.	Topic
17:20 – 17:45	7	<p>HBM4EU – Chemicals policy cycle alignment (Greet Schoeters, Joana Lobo Vicente)</p> <p>WPL4 and WPL5 propose a strategy to improve the alignment of the HBM4EU programme components with the timing of relevant public policy processes on chemicals that may benefit from the knowledge generated. The messages should be targeted at the policy makers at the time they are needed. Additional deliverable AD5.7 was produced to illustrate the proposed strategy.</p> <p>Decision proposal: The Management Board is asked to agree on the proposed strategy and work plan for aligning the HBM4EU programme components and output with ongoing and expected policy cycles (including risk management processes) for the 1st and 2nd HBM4EU priority list substances and substance groups.</p> <p>Decision: The Management Board agreed unanimously on the proposed strategy and work plan for aligning the HBM4EU programme components and output with ongoing and expected policy cycles (including risk management processes) for the 1st and 2nd HBM4EU priority list substances and substance groups.</p> <p>Further discussion on 19 May 2020.</p>
17:45 – 18:00	12	<p>Publications</p> <ul style="list-style-type: none"> • WP14 - Assessment of chemical mixtures using biomarkers of combined biological activity: Screening study with human placentas • WP14/16 - Determination of perfluoroalkyl substances in placenta using a simple extraction procedure suitable for exposure assessment • WP15 - Application of differential network techniques to human biomonitoring data from three Belgium general population birth cohorts • WP16 - Non-targeted screening methodology to characterise human internal chemical exposure and generate biomonitoring data: application to halogenated compounds in human milk <p>Decision proposal: The Management Board is asked to approve the proposed publications.</p> <p>Decision: The Management Board approved the proposed publications as follows:</p> <p>WP14: unanimously</p>

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		<p>WP14/WP16: unanimously, WPL9 mentioned that this paper should have been sent to the QA/QC team</p> <p>WP15: 12 yes, 1 objection. WPL1 mentioned that the German data was not included although it was requested.</p> <p>WP16: unanimously</p> <p>Please note: PL2 pointed out that the Management Board should be informed about upcoming papers in advance, before the first draft is final and the coordinator emphasised that it was agreed already in the Management Board that the proposed abstract should be distributed as early as possible to invite people to join.</p>

Tuesday, 19 May 2020

Time	Item No.	Topic
10:00 – 10:10	--	Welcome
10:10 – 10:20	11 10	<p>Overview table of data that will become available from the aligned studies and timeline (Liese Gilles)</p> <p>Information: A document was produced that 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, the time trend studies and the SPECIMEN study. It is hereby shared with the MB for discussion.</p> <p>Liese Gilles presented an overview when new data from the aligned studies will be available.</p> <p>How to request and get access to HBM data generated under T8.1 of the HBM4EU project (Liese Gilles)</p> <p>Information: The HBM data generated under HBM4EU in the aligned studies of Task 8.1 and co-financed by HBM4EU will become available as both aggregated data and single measurement data. A note was produced with explanations on how to request and get access to these data. It is hereby shared with the MB for discussion.</p> <p>Liese Gilles presented an overview how data can be accessed. A document was generated to inform all partners on the processes how to request and get access and will be sent to the Consortium.</p>
10:20 – 10:40	9	<p>Strategy for making new HBM4EU results available from the aligned studies (Greet Schoeters, Liese Gilles)</p> <p>A strategy has been developed to regulate the process of making new HBM4EU results available from the aligned studies on EU level. The strategy applies to all external communication of EU level results involving new HBM exposure data and effect biomarker data resulting from the aligned studies. This communication includes all types of communication products except scientific publications. The document has been presented to the MB in March and has been accepted under some conditions.</p> <p>Liese Gilles presented the revised strategy document in which the comments received from the Management Board were incorporated and raised the following questions: Should someone be appointed to oversee the process? To monitor if the process is followed by all? Can this be done by the knowledge hub?</p>

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		<p>The Management Board discussed the proposed strategy and the documents that should be provided to the partners as well as if and how to monitor the process.</p> <p>Decision proposal: The Management Board is asked to approve the “Strategy for making new HBM4EU results available from the aligned studies”</p> <p>Decision: The Management Board approved the “Strategy for making new HBM4EU results available from the aligned studies” unanimously. WP7 expressed interest to assist in this process. WPL2 expressed agreement to take over the monitoring of the process by overseeing the process and collaborating with VITO to produce the communication products.</p>
10:40 – 11:05	7	<p>HBM4EU – Chemicals policy cycle alignment (continued)</p> <p>WPL4 and WPL5 propose a strategy to improve the alignment of the HBM4EU programme components with the timing of relevant public policy processes on chemicals that may benefit from the knowledge generated. The messages should be targeted to the policy makers at the time they are needed. Additional deliverable AD5.7 was produced to illustrate the proposed strategy.</p> <p>Addition to yesterday’s MB decision: The Management Board agreed unanimously to continue with Bisphenols. The CGL for Bisphenols is asked to go through the document produced on PFAS. It was suggested to contact Nicolas Olea who is an expert on this field and that a group of experts should be involved in the production of the document. EFSA should be contacted as well as they are working on Bisphenols currently.</p>
11:05 – 12:40	2	<p>Budget overview (Birgit Puppe)</p> <p>Information: Actual overview on the current HBM4EU budget (under restriction of the outcome of the financial reporting 2019). Birgit Puppe gave an overview on the current budget after the reporting period 2019. So far, there is more money available than expected by the end of last year.</p> <p>Action Point: WPL8 to check if budget for the aligned studies not claimed for 2019 (e.g. for sample transfer) is still needed in 2020 or could be cancelled. This should be reported back to Birgit Puppe.</p>
12:40 – 13:30		<i>Lunch Break</i>

Time	Item No.	Topic
13:30 – 14:05	--	<p>The Management Board summarised the discussion on the budget and clarified some issues. There was no agreement among the Management Board whether the available money should be spent in 2021 already or if some budget should be kept for the impacts of COVID-19 (possible extension of HBM4EU).</p> <p>The coordinator asked the Management Board to send further questions on the budget in written form.</p>
14:10 – 15:00	8	<p>Implementation of a study aiming to control prenatal exposure to mercury in vulnerable European countries (Ovnair Sepai)</p> <p>Due to time issues this item was discussed on 19 May 2020.</p> <p>Assessment of exposure to mercury using biomonitoring methods in the frame of HBM4EU will support European and global actions to control mercury exposure and to protect human health. “Mercury & methylmercury” were prioritised during the 2nd prioritisation round, but are not included in aligned studies under WP8. The proposed study addresses this gap and supports answers to the following policy questions raised in the scoping document on mercury and the AWP 2020-21: How can the public be informed / awareness raised? What advice should be given regarding the effects of mercury on health and the environment and about management options. How can HBM4EU results support policy decisions at EFSA and ECHA?</p> <p>This was already discussed during the MB meeting in January. As a result, the proposal needed to be refined.</p> <p>Budget implications: In total 634.350,00 Euro (see annex to the decision memo). Calculated by UBA the total amount will be 699.451,06 Euro (based on the actual costs claimed for 2019).</p> <p>WPL8 presented the revised decision memo on the proposed mercury study and explained the study design, timing and budget. The funding rate for the study will be 50%.</p> <p>Decision proposal: The Management Board is asked to approve a study in five high fish-consuming countries, aiming to assess and lower methylmercury exposure in pregnant women while ensuring the nutritional benefits of fish, through suitable dietary advice.</p> <p>Please note: The updated estimated budget has more than doubled in comparison to the estimated budget discussed during the MB meeting in January 2020.</p> <p>Decision: The Management Board is in favour of the study but decided to postpone the decision and ask MOH-CY to 1) check</p>

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		<p>whether the budget can be decreased, 2) how compliance will be monitored, 3) what is the minimum of individuals for statistical relevance, 4) can the protocol be simplified, 5) what would be the plan B? Answers should be provided in a revised decision memo for decision via a written procedure as soon as possible.</p> <p>Action Point: UBA informed MOH-CY (cc Management Board) on the outcome of the decision on 20 May 2020 by e-mail.</p>
15:00 – 15:30	13	<p>AOB</p> <ul style="list-style-type: none"> - Conferences and events (Catherine Ganzleben): EEA is planning a webinar on Human Biomonitoring. More information will be shared by e-mail. - Additional PMs for IRAS from the reserve (Mirjam Luijten) The decision memo was provided in due time but there are still some open questions raised by WPL14 like a detailed description of the work planned in WP14, which also needs to be included in the AWP2021 for WP14. <p>WPL15 presented the background of the decision memo.</p> <p>Decision proposal: The Management Board is asked to approve the transfer of a budget for IRAS from 2019 to 2021.</p> <p>Decision: WPL15 withdraws the proposal after WPL16 expressed concern. If the open issues can be solved the proposal should be adapted and submitted for decision via a written procedure.</p>
15:30 – 16:00		<i>Coffee Break</i>
16:00 – 17:35	--	<p>Content Meeting</p> <ul style="list-style-type: none"> - Interpretation of results from different WPL perspectives: each WPL 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>WPL12 volunteered in January 2020 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</p>

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		<p>document after being accepted by the MB. If possible, a draft of this section could be discussed in the content meeting.</p> <p>Due to time constraints, only the results reports from WP16 - WP11 was presented. It was decided to postpone the reports from PL2 to the next Content Meeting. The WPL are asked to send their presentation to UBA in order to be made available by UBA on the SharePoint.</p>

Deliverables due until June 2020

WP	No.	Title	Due	Security	State
2019					
5	D5.6	Derivation of EU-wide human biomonitoring health-based guidance values (EU HBM-HBGV) for selected phthalates	09/19	Public	Revision (UBA)
6	AD6.2	Results of the interaction and surveys with the institutional partners, the EPA Network and the National Reference Centre on Environment and Health	11/19	Public	Received (UBA)
12	AD12.9	Report on biochemical/metabolic interactions among mixture components based on computational modelling	12/19	Public	Revision needed (WPL)
2020					
12	D12.5	Report on risk characterisation ratios and evaluation of new regulatory thresholds for 1st set of priority substances (ANSES)	01/20	Public	Revision needed
1	PR	Periodic Report (PFR & PTR)	03/20	Confidential	Revision
8	AD8.5	Summary Report of T8.2 Activities	03/20	Public	Delayed
1	D1.12	Third Yearly Report of Pillar Leaders	06/20	Confidential	
6	AD6.3	Legacy of HBM4EU for a new partnership	06/20	Public	Waiting for PL approval
8	D8.9	Report on progress targeted occupational studies	12/19	Public	Postponed to July 2020
9	AD9.6	Partners performing chemical analyses of substances on the 1st priority list in the aligned studies	06/20	Public	In QC (UBA)
12	D12.6	Integrated exposure modelling platform	12/19	Public	Postponed to June2020
12	D12.7	Report on biological half-lives of 2nd set of priority compounds	02/20	Public	
12	AD12.11	Report on optimized biomonitoring sampling schemes for the 2nd set of priority substances	06/20	Public	
13	AD13.6	Answers from WP13 to exposure-health policy questions for the 2nd set of priority compounds	06/20	Public	