Berlin, 30 May 2022

Minutes (05/2022)

37th HBM4EU Management Board Meeting

Thursday, 19 May 2022 from 10:00 to 17:00
Friday, 20 May 2022 from 10:00 to 15:00

Thursday, 19 May 2022

Time	Item No.	Topic
10:20 – 10:35	**1**	**Organisational Issues (Marike Kolossa-Gehring)** • Organisational issues of the meeting • Adoption of the agenda • **Additional MB content meeting (virtual) in June necessary?** Decision: The agenda was adopted unanimously. Coordination will check if a date for a short, virtual MB meeting in June can be identified in case a further meeting is required.
10:35 – 10:40	**2**	**Deliverables (Anja Kiesow)** Information: WP1 (UBA) presented a list of (additional) deliverables left that still need to be submitted as soon as possible. WP1 pointed out that for every submission that came after April 15, UBA cannot guarantee anymore that costs can be claimed for these deliverables. WP1 underlined that the QC process, layout, and also the review process by the EC can take time and that UBA has no influence on the EC's review process.
10:40 – 10:50	**3**	**Financial Issues (Birgit Puppe, Alexandra Polcher, Jakob Gross)** Information: The financial team provided an update on the current status of the budget. The MB discussed how the common pot can be used for open access publications if they will be published until end of June.

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		Action Point: UBA will inform about the proceedings concerning further DMs in an e-mail to the MB.
10:50 – 10:55	4	**Travel costs Advisory Board (Marike Kolossa-Gehring)** The allocated ODCs to UBA in WP1 for the Meeting costs of the Advisory Board (AB) including the advisors' travels to the final conference are expected to be insufficient because travel costs for some AB members were higher than expected. Decision: The Management Board unanimously agreed to an increase in UBA's WP1 budget of 20.000 Euro ODCs for the Advisory Board's travel costs related to the Final Conference from the common pot.
10:55 – 11:20	6	**Laboratory network website (Marta Esteban, Roser Gasol)** Information WP9 and WP2 informed on the laboratory network website. There has been an issue that not all laboratories in the network were displayed with all biomarkers they are qualified to analyse. Some laboratories complained, therefore the website was taken down as a first step. WP2 reports on measures that will be taken now to quality check the laboratory network website before it will be made publicly available again. Action point WP2 & WP9: WP9 will support WP2 in the quality check of the laboratory network website. They are positive that this issue can be fixed soon. WP2 also reports that the overall HBM4EU website will also be checked and updated with finalised versions. Special attention will be paid to improving the accessibility of training materials on the website. Action point WP2 & all WPL: Once the HBM4EU website check has been finalised, WP2 will inform the MB. Afterwards, all WPL are asked to check the website and raise any open points and send their feedback/input to WP2
11:20 – 11:45	5	**Publications (Philipp Weise)** UBA presents the decision memo on the publications planned for the special issue. The special issue is foreseen to be published in the International Journal of Hygiene and Environmental Health. Currently, 21 publications are planned to be included, two more are under discussion. Details on the proposed publications can be found in the decision memo. The coordinator underlines the

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		importance of a submission of political strategy on policy and chemical strategy. A “short communication” could be an appropriate compromise. Decision: The Management Board approved the publication of the proposed papers for the special issue unanimously. If more publications are to be included, they will be decided upon via written decision. Action Point: WP2 provides a contribution in form of a “short communication” by the end of June. **Publication WP12 (Dimosthenis Sarigiannis)** The first draft of the manuscript “Assessment of the long-term exposure to lead in four European countries using PBPK modelling” is finalised and will be shared with the different co-authors for comments. Details on the proposed publications can be found in the decision memo. Decision: The Management Board approves the publication of the proposed paper unanimously. However, WP12 promises to safeguard that the HBM4EU character and collaboration will be strengthened and further elaborated.
11:45 – 12:16	**8**	**AOB (part 1)** • Conferences and events (Roser Gasol) EEA presents the past and upcoming events related to HBM4EU and updates the list according to the MB feedback. • WP14 issue: Partner unable to perform activity assigned in AWP WPL14 reports that WP14 partner INSERM will not be able to measure all samples for epigenetic markers due to issues related to receiving samples from other partner countries (Norway, Slovenia) for administrative reasons. The received Flemish samples will be analysed. This issue affects several tasks in WP10 and WP14. WPL14 asks for advice how to proceed as this work was laid down in AWP, but cannot be done now. This might affect D14.9 which still needs to be submitted urgently (delayed, originally due in April). MB discusses options for a solution and asks for specifications to be provided on the following meeting day.
12:00 – 13:00		*Lunch Break*

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13:05 – 13:00	--	**Content Meeting** Report on the SPECIMEn study (Erik Lebret, Ilse Ottenbros)
14:00 – 15:00	7	**HBM4EU Main Messages (Marike Kolossa-Gehring, Kim Pack)** Information/discussion: Based on the proposal from the coordinator (sent on 09 May 2022) the MB discussed the main messages presented under the defined categories by the Work Package Leaders.
15:00 – 15:30		*Coffee Break*
15:30 – 17:00	7	**HBM4EU Main Messages (continued)** Information/discussion: Based on the proposal from the coordinator (sent on 09 May 2022) the MB discussed the main messages presented under the defined categories by the Work Package Leaders. Besides the use for national reporting and communication a joint paper was discussed. Action Point WP1 & all WPL: UBA sends around the presentation with the compiled main messages and explanations on how to proceed. WPL will check messages and adjust them according to the discussion held at the MB meeting.

Friday, 20 May 2022

Time	Item No.	Topic
10:00 – 10:05	--	**Welcome**
10:05 – 11:40	--	**Content Meeting (continued)** Conclusions from risk assessment and discussion of controversial conclusions (Tiina Santonen)
11:40 – 12:15	8	**AOB (part 2)** • Further use of the HBM4EU exhibition (Roser Gasol) EEA gives an overview of scenarios how the exhibition can be set up, the materials available and the costs estimated for setup. • Continued WP14 issue: Partner unable to perform activity assigned in AWP (WPL14) WPL14 provides additional information on the activities that cannot be performed by INSERM concerning the epigenetic markers. Action Point: Under the responsibility of PL3, WPL14, WPL12, and INSERM colleagues will discuss how the obligations laid down in the AWP can be fulfilled. The coordinator, PL1 and PL2 will then be informed by PL3 about the outcome of the process. If a partner willing to step in has been identified, coordination will then clarify with the project officer if the transfer of activities can be made at this point.
12:15 – 13:00		*Lunch Break*
13:00 – 15:00	--	**Content Meeting (continued)** Report on the work of PAHs (Denis Sarigiannis) Outcome of the second occupational study (Tiina Santonen)