

Summary Minutes of the DTC Teleconference  
Thursday, June 17, 2009

Welcome and reading of the admonition statement by Chair.

**Old Business**

- **PQRI conference** will be held December 15-16, 2009 at the USP headquarters in Rockville, Maryland.  
**Action Item:** List of those special invitees that you would recommend to PQRI by June 30, 2009.
- **Sulfonate Esters Webinar** will be held on Thursday, July 23 from 10:00 am – 12:00 pm ET for up to 1,000 attendees. Currently there are around 200 registered participants.

**Work Group Reports**

- **Sulfonate Esters** is in the process of approval. Comments are due to DTC by 6/22/09 for compilation and return to the Work Group.
- **Container Closure** update will be ready and presented at the August 11<sup>th</sup> Steering committee meeting. DTC rep will facilitate this happening with the Work Group Chairs. They are making progress on finalizing their papers, but still discussing whether or not additional lab testing is needed. Appears that method will be developed via ASTM.  
**Action Item:** Presentation should be sent to PQRI no later than August 4<sup>th</sup> for distribution to SC members prior to call.
- **Stability Shelf Life** is working on their white paper with completion expected in near future. A face to face meeting is being set for late summer/early fall to finalize the paper.
- **PODP** is considering a revision to their work plan due to some issues that have been raised. Considering using fewer models for the analytical thresholds. Toxicology subgroup asked FDA for guidance on their preferred approach method.

**Steering Committee Report**

- SC is requesting names for a nanoparticles discussion group to explore the realm for possible PQRI work project.  
**Action item:** Pfizer rep will provide a name to PQRI for this group.
- Complex Dosage Forms topic is being explored for possible work project.  
**Action Item:** DTC Chair and FDA rep will review in regards to how it correlates and meshes with work currently being done in the QbD Work Group.
- **New project proposals** being considered in the realm of nanoparticles, a PK/BE Workshop, and the publication of the white paper from the March 2009 BE Workshop.
- **Productivity Task Force** presented their RWW Scoring Criteria Matrix (Real, Win, Worth) for reviewing proposals for projects and evaluating current work projects.  
**Action Item:** Each Technical Committee was asked by the SC to review some of their WGs using the RWW Matrix to assess the tool and make recommendations for its use going forward. The DTC chose to review Sulfonate Esters, Stability Shelf Life and the Container Closure WGs and then report their individual assessments at the July DTC meeting so they could compare/discuss the results and recommendations for the SC.

Meeting adjourned at 3:05 pm.

