

**MTC Teleconference
April 8, 2010
Summary Minutes**

Chair read the Admonition Statement.

Review of Action Items:

Excipient Work Proposal- slides updated

Risk Management- Not accomplished. Emails sent to Chair but no response.

Spec. Life Cycle WG- updated paper sent; work still needed; MTC Chair will review and she and FDA rep will decide how to move forward

Transdermals Work Proposal- slides updated

Process Drift Workshop- WS Chair to review options for MTC PC member with rest of PC team and advise

June Face to Face MTC Meeting- rep advised Pfizer facility ok to use

New MTC Members-

Current contact list is being updated.

- FDA rep was unanimously approved by MTC in favor of her participation on the committee
- IPAC-RS is soliciting new reps for the MTC
- IPEC needs to solicit new reps for the MTC

Steering Committee Report-

- nothing new
- teleconference set for April 12, 2010

Work Group Reports

- Risk Management- no report
- Spec. Life Cycle- paper is being reviewed

New Proposals

- Process Drift Workshop- moving forward with PC selection and agenda/speakers
- Transdermals- reviewed ppt and it will include comments and update for use at April 12th SC meeting;
 - The MTC approves the presentation as presented, with changes to be added, and unless there are any objections to the corrected copy, the presentation will go forward at the SC call. Chair will make presentation
- Excipients WG- reviewed reps presentation and offered few comments; Rep will make changes and have presentation ready for him to present to the SC on April 12, 2010

Next MTC meeting is set for May 13, 2010 as a teleconference. Details will be forthcoming regarding the June face to face meeting.

Meeting adjourned at 10:45 am.