

**Summary Minutes  
Steering Committee Meeting  
July 22, 2010  
11:00 am – 12:00 pm**

**Call In Information:  
1-866-570-1041  
544861 passcode**

**Opening and Welcome  
Admonition Statement**

“Our discussions today are subject to the anti-trust guidance applicable in the U.S. Nothing discussed at this meeting is intended to restrict the individual decision-making of any member company or to represent an agreement to coordinate marketing or sales conduct. Those participating in this meeting are instructed to avoid discussion of competitively sensitive subjects, including confidential marketing, sales, and pricing information.”

**Review of Minutes from June 2010** – Minutes were approved as presented.

**Review of Action Items** – All Items Accomplished.

**Proposed/Upcoming Projects requiring SC vote:**

Nanoparticles revised proposal was presented with the explanation that the project is the first step in what should be considered in the arena of nanomaterials as reiterated during the breakout sessions at the PQRI Conference in Dec. 2009.

Future steps can be structured differently, but for the first step involving the survey and compilation of materials that will be done exclusively by the grad student at Texas A&M.

Proposal was voted on and was approved unanimously.

**Action Item:** PQRI will send proposal to the Board for their consideration and approval of the finances to support the project. Item accomplished and Board approved project with two caveats. First, that the publication rights are reserved for PQRI approval, and that a payment schedule be made so all monies are not paid upfront.

Complex Dosage Forms-Transdermals proposal was reviewed and the SC voted on the first step in the project which involves the creation of the white paper to update SUPAC guidelines to include transdermals. The vote was unanimous in favor of the project. (CHPA voted via email following the call)

**Action Item:** Sponsor will begin to form the expert committee to work on the white paper. He will provide a skill matrix so that PQRI member organizations can nominate some of their members for inclusion in the project if so desired.

PODP Workshop agenda and estimate budget was reviewed and then voted on by the SC. The vote was unanimous in favor of the project and will need to be sent to the Board for their approval. (CHPA voted via email following the call)

**Action Item:** PQRI to send project proposal to the Board for their consideration. Item accomplished and the Board voted unanimously to support the proposal. Request for Proposals were sent out to hotels to acquire space for the event.

**Additional Business brought forward-**

IPAC rep brought up the recent MAPP document that was sent out by the FDA regarding nanomaterials. Terry is interested in pursuing the possibility of PQRI submitting a position paper to the FDA regarding their definitions as outlined in the document.

**Action Item:** PQRI and CHPA rep to discuss best mechanism to address the document and present a PQRI consensus to the FDA and then solicit assistance from fellow SC members.

**Next Steps/Upcoming Meetings**

Sept. 16, 2010

Face to Face

PQRI office

\*If another member organization wishes to host this meeting, they should contact PQRI by no later than August 13<sup>th</sup> to volunteer.

**Adjournment**