

**BRIEF SUMMARY OF JOINT COMMITTEE WORK  
DURING FIRST YEAR OF OPERATIONS**

1. The Joint Committee ("JC") has a mandate of implementing the 1986 - 1990 Hepatitis C Settlement Agreement and Plans and supervising the ongoing administration of claims.
2. During the first year of operations, the role of the JC included overseeing the takeover the administration by the new administrator appointed in early 2000. The JC assisted in the transition from the initial administrator to the present administrator (the "Administrator"). This work included the following:
  - (a) receiving reports from the Administrator pertaining to its takeover of the existing premises and staff;
  - (b) extensive involvement in rewriting claims forms developed by the previous administrator for use in the Administrator's software system in order to issue the initial claims form packages in April, 2000;
  - (c) extensive negotiations on the budget of the Administrator and reporting to the court.
3. Throughout the remainder of the year, the JC had heavier than expected involvement in drafting claims forms in order to assist the Administrator in getting compensation payments to claimants in as timely a manner as possible. This was necessary in part due to the illness and lack of production of the Administrator's employee responsible for form development. Forms on which the JC had heavy involvement were as follows:
  - (a) level 3 election form;
  - (b) estate forms, including estate election forms;
  - (c) loss of income and loss of services forms; and
  - (d) out of pocket expenses forms.
4. The JC prepared most of the Court Approved Protocols and Standard Operating Procedures to govern and guide the administrator in handling claims and claimants, including the following:
  - (a) medical evidence court approved protocol;
  - (b) traceback court approved protocols;
  - (c) standard operating procedure for payments to minors, mental incompetents and estates, including liasing with Public Trustees across the country;

- (d) standard operating procedure pertaining to PCR and antibody tests;
  - (e) standard operating procedure pertaining to HCV Compensable Drug Therapy;
  - (f) court approved protocol for payments to minors and mental incompetents where an estate election is involved, including liaising with the Public Trustees across the country;
  - (g) standard operating procedure on assessing claims involving non-intravenous drug use;
  - (h) standard operating procedure pertaining to claims of secondarily infected persons;
  - (i) standard operating procedure on out of pocket expenses and uninsured medical expenses;
  - (j) standard operating procedure pertaining to claims where hospital records are not available; and
  - (k) standard operating procedure on payment of plan disbursements to approved class members.
5. The JC was responsible for recommending appointment of service providers to the courts, negotiating the budgets for services providers, obtaining court orders pertaining to appointments of service providers and approval of their budgets, instructing service providers, and receiving and assessing advice and reports from service providers. The service providers to which this description applies include:
- (a) the trustee;
  - (b) the investment managers;
  - (c) the investment consultants;
  - (d) the auditors;
  - (e) the actuaries;
  - (f) physicians who assist in medical modelling; and
  - (g) epidemiologists.
6. The JC was primarily responsible for liaising with Canadian Blood Services and Hema-Quebec on traceback issues and plans for expediting tracebacks.

7. The JC is required to report to the Court in June 2002 pertaining to fund sufficiency and in this regard has commenced the following:
  - (a) retained experts to assist with medical modelling;
  - (b) retained an expert to review class size estimates; and
  - (c) facilitated the exchange of information between medical modellers, epidemiologists, the Administrator, the CBS and Hema-Quebec.
  
8. The JC holds weekly conference calls to discuss and resolve administrative issues as they arise, and convened weekly, (now biweekly) conference calls with Fund Counsel, the Administrator and Justice Winkler's monitor to discuss and resolve issues as they arise.
  
9. The implementation and administration of the Plans has not proceeded as quickly or as smoothly as anticipated by the JC or as required by the Courts to meet the standard necessary to properly serve the class members. To this end, the JC has done the following to improve the administration of the Plans:
  - (a) met frequently with the Administrator and assisted in the development of claims forms;
  - (b) met with the CBS and Hema-Quebec to develop strategies to improve the speed of the traceback process;
  - (c) extensively discussed the development of a year 2 and future strategy to improve the speed at which claims can be processed; and
  - (d) addressed the complaints and inquiries of class members.
  
10. The JC has frequently appeared before the courts of Ontario, British Columbia and Quebec to seek orders necessary for the implementation and administration of the Plans and to report to the courts on all of the above issues.