



INSTITUTIONAL BIOSAFETY COMMITTEE

Meeting Minutes

June 25, 2020

NBACC

NBACC 1st Floor Conference Room & Teleconference

11:30 am - 1:00 pm

Members Present:			Members Absent:	
B.J.	B.S.	A.H.	B.T.	
J.C.O.	B.H.		G.W.	
K.C.	B.C		V.W.	
G.H.	L.H.			
Guests Present:				
Prepared By: J.O. & K.B.				

1. Call to Order

- 1.1 B.J. called the meeting to order at 11:34 am.

2. Roll Call

- 2.1 A quorum was verified.

3. Approval of Meeting Minutes

- 3.1. The May 2020 meeting minutes were reviewed and unanimously approved via email on June 12, 2020.

4. Ongoing Business

- 4.1. The IBC Chair updated the committee on NIH correspondence regarding IBC-20-0054, which was reviewed and approved by the IBC on May 28, 2020 with committee members agreeing upon this communication as verification of the IBC's decision not to register the project with NIH. The NIH had a difference of opinion based upon the control used in the study and requested that NBACC submit the project to NIH for review and approval. They also noted that NIH approval should have been obtained prior to IBC approval, however since work had not yet begun, we were not in violations of the *NIH Guidelines*. The NIH Review Request for IBC-20-0054 was submitted and approved on June 5, 2020.

5. New Business

- 5.1. The committee reviewed a newly submitted amendment to IBC-20-0054. The amendment changes the expression kit to be used, adds additional signal peptide options to the vectors already being used, and includes additional cell lines for project flexibility. The committee had no requests for changes. B.H. made a motion to approve the amendment B.C. seconded the motion and the committee unanimously approved.

- 5.2. There was one Etiologic Agent Registration that was received, #285. The committee had no questions or concerns.
- 5.3. The IBC Chair gave an update of an amendment for IBC-18-0044. This amendment was a request for additional personnel and was administratively approved on June 15, 2020.
- 5.4. The IBC Chair suggested a process change for the SOP for relevant experiments to include a pre-review using the current designated member review process. This would be conducted prior to IBC review and involve any necessary communications or submissions to NIH. One IBC member was concerned about the timeline for pre-review and it was noted that PIs submitting projects that qualify for this review may require more time than the current submission deadline allows for. Another member suggested the need for subject matter experts when using this process. J.O. will update the SOP to reflect this process change and submit these changes to the committee for input and approval via email.

6. Training

- 6.1. N/A

7. Action Items

- 7.1. J.O. will update the IBC Operation, Submission and Review SOP to reflect the pre-review process and submit these changes to the committee for input and approval.

8. Housekeeping Items

- 8.1. The next meeting is scheduled for Thursday, July 23, 2020, from 11:30 am -1:00 pm in the NBACC Building.

9. Adjourn

- 9.1 A motion was made by A.H. and seconded by J.C.O. to adjourn the meeting at 11:48am.

This work was funded under Agreement No. HSHQDC-15-C-00064 awarded to Battelle National Biodefense Institute (BNBI) by the Department of Homeland Security (DHS) Science and Technology (S&T) Directorate for the management and operation of the National Biodefense Analysis and Countermeasures Center (NBACC), a Federally Funded Research and Development Center. The views and conclusions contained in this document are those of the authors and should not be interpreted as necessarily representing the official policies, either expressed or implied, of DHS or the U.S. Government. The DHS does not endorse any products or commercial services mentioned in this presentation. In no event shall the DHS, BNBI or NBACC have any responsibility or liability for any use, misuse, inability to use, or reliance upon the information contained herein. In addition, no warranty of fitness for a particular purpose, merchantability, accuracy or adequacy is provided regarding the contents of this document.