



INSTITUTIONAL BIOSAFETY COMMITTEE

Meeting Minutes

February 6, 2020
 NBACC
 NBACC Atrium 1 Conference Room
 11:30 am - 1:00 pm

Members Present:			Members Absent:	
B.J.	B.S.	V.W.		
J.C.O.	B.T.	A.H.		
K.C.	B.H.	G.W.		
G.H.	B.C	L.H.		
Guests Present: None				
Prepared By: J.O. & K.B.				

1. Call to Order

B.J. called the meeting to order at 11:33 am.

2. Roll Call

A quorum was verified and K.C. was introduced as a new member taking the place of outgoing member M.J.R.

3. Approval of Meeting Minutes

3.1. The November 2019 meeting minutes were reviewed and unanimously approved via email on November 22, 2019.

4. Ongoing Business

4.1. The Committee reviewed the new amendment form that was changed to align with the new process of amendments being eligible for DMR, and will eliminate the need for a new registration form to be completed. The form was also distributed to PIs for their comments and edits from the end-user perspective. V.W. addressed the need for the form to permit the user to derivatively classify information and there was one editorial comment. L.H. made a motion to approve the amendment form with suggested changes, V.W. seconded the motion and the committee unanimously approved. Once comments and edits are received from PIs, the amendment form, along with the corresponding 081-001-SOP will be put into the document control system.

5. New Business

- 5.1. There were no Receipts of Recombinant Strains received.
- 5.2. There were no Etiologic Agent Registrations received.

- 5.3. There were no Exempt Registrations reviewed.
- 5.4. There were no Amendment Updated reviewed.
- 5.5. NBACC's NIH registration was updated in January and official approval was received on January 30, 2020.
- 5.6. The committee reviewed a new registration submission, IBC-18-0052. The committee had no requests for changes. B.C. made a motion to approve the registration. G.W. seconded the motion and the committee unanimously approved.

6. Training

- 6.1. N/A

7. Action Items

- 7.1. The ICA will address suggested changes to the amendment form and put it into the document control system along with the corresponding 081-001-SOP.

8. Housekeeping Items

- 8.1. The next meeting is scheduled for Thursday, March 26, 2020, from 11:30 am -1:00 pm in the NBACC Building.

9. Adjourn

A motion was made by B.C. and seconded by V.W. to adjourn the meeting at 12:10 pm.

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