



# INSTITUTIONAL BIOSAFETY COMMITTEE

## Meeting Minutes

November 12, 2020  
NBACC

NBACC 1<sup>st</sup> Floor Conference Room & Teleconference  
11:30 am - 1:00 pm

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

### 1. Call to Order

1.1 B.J. called the meeting to order at 11:30 am.

### 2. Roll Call

2.1 A quorum was verified.

### 3. Approval of Meeting Minutes

3.1. The June 25, 2020 meeting minutes were reviewed and unanimously approved via email on July 8, 2020.

### 4. Ongoing Business - NA

### 5. New Business

5.1. The committee reviewed a new registration submission, IBC-20-0058. The PI gave a summary of the project and answered questions that committee members had. The Chair informed the committee that the PI revised the registration for clarification based on member comments prior to the meeting, and this revised version was made available to members via email before the IBC meeting convened. These clarifications were discussed during the PI's summary and were determined to satisfy the committee's concerns. Another committee member noted an administrative error in biosafety level notation. B.H. made a motion to approve the registration with the administrative change and for these changes, to be reviewed by the IBC Chair. B.C. seconded the motion and the committee unanimously approved.

5.2. There was one Etiologic Agent Registration that was received, #293. The committee had no questions or concerns.

- 5.3. The IBC Chair gave an update for three amendments to IBC-20-0054. One amendment involved a change in supplier that was Chair approved on October 19, 2020. The other two amendments were requests for additional personnel and administratively approved on October 22, 2020 and October 30, 2020.
- 5.4. The IBC Chair updated the committee on an exempt registration, IBC-20-0055, that was reviewed and deemed exempt on October 6, 2020.
- 5.5. The IBC Chair updated the committee on an exempt registration, IBC-20-0056, that was reviewed and deemed exempt on October 15, 2020.
- 5.6. The IBC Chair updated the committee on an exempt registration, IBC-20-0057, that was reviewed and deemed exempt on November 3, 2020. There was a brief discussion pertaining to a subject that the committee agreed was not pertinent to IBC review, and a suggestion that the registration form be modified to provide more clarity so that the issue will not arise in the future.
- 5.7. The IBC Chair updated the committee on the following three registrations that were closed since the last convened meeting: IBC-16-0030 and IBC-16-0031 closed on June 29, 2020 and IBC-16-0032 closed on November 4, 2020.
- 5.8. The IBC Chair updated the committee on three member reappointments, including the reappointment of IBC Chair.

## **6. Training - NA**

## **7. Action Items**

- 7.1. The IBC Registration form will be revised to include a request for a description of which parts of the project will require IBC review.

## **8. Housekeeping Items**

- 8.1. The next meeting is scheduled for Thursday, December 3, 2020, from 11:30 am - 1:00 pm in the NBACC Building and Teleconference.

## **9. Adjourn**

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

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