

INSTITUTIONAL BIOSAFETY COMMITTEE

Meeting Minutes

April 28, 2022
1st Floor Conference Room & MS Teams Teleconference
11:30 am - 1:00 pm



Attendance:

IBC Member/Staff	Affiliation/Role	Present	Absent
B.J.	IBC Chair	X	
J.C.O.	Biological Safety Officer/Vice Chair	X	
A.H.	Veterinarian	X	
B.S.	Microbiologist	X	
K.C.	Molecular Biologist, Virologist	X	
J.H.B.	Virologist	X	
G.H.	Bacteriologist / Technician Representative	X	
A.E.	Bacteriologist / Technician Representative		X
B.H.	Nonaffiliated Member	X	
B.C.	Nonaffiliated Member	X	
L.H.	Nonaffiliated Member	X	
B.T.	Alternate, Biological Safety Officer	X	
J.L.B.	IBC Staff		X

Guests in Attendance: C.L., L.A.

1. Call to Order

1.1 B.J. called the meeting to order at 11:45 am.

2. Roll Call

2.1 A quorum was verified.

3. Approval of Meeting Minutes

3.1. The February 24, 2022, meeting minutes were reviewed and unanimously approved via email on March 3, 2022.

4. Ongoing Business

4.1 N/A

5. New Business

5.1. The committee reviewed a newly submitted registration, IBC-22-0076. The PI gave a summary of the project and answered the committee's questions. During discussion, it was determined that the registration required one addition, and that the Chair could approve the registration when this was completed. B.H. made a motion to approve the registration with

this caveat. B.C. seconded the motion, and the committee approved the registration with one abstention.

- 5.2. The committee reviewed a newly submitted amendment to IBC-20-0058 which adds three modifications to the previous IBC documentation. The PI gave a summary of the project and answered the committee's questions. K.C. made a motion to approve the registration. B.H. seconded the motion, and the committee approved the amendment with one abstention.
- 5.3. The IBC Chair updated the committee on the following registration that was reviewed since the last meeting: IBC-22-0075 was deemed exempt on April 11, 2022.
- 5.4. The IBC Chair updated the committee on the following amendment that was reviewed since the last meeting: IBC-20-0058 was reviewed and approved via DMR on March 23, 2022.
- 5.5. A deviation report was received from a PI on April 19, 2022, regarding IBC-20-0058. The group acquired and used material equivalent to, but not explicitly covered by, the approved registration. After immediate reporting to the IBC, the IBC Chair, Vice Chair, and RCM reviewed the report and determined it did not constitute a significant event and did not require further reporting to the institutional official or NIH/OBA; notifying the IBC satisfies the reporting requirement. The PI has put an internal process in place to try to mitigate the risk of deviations in the future when ordering and approving laboratory requests. The committee had no questions.
- 5.6. There were two Etiologic Agent Registrations (#322 and #323) that were received and distributed to the committee for their information. The committee had no questions or concerns.
- 5.7. IBC-15-0026 was closed on April 12, 2022. This work is continuing under new IBC registration IBC-22-0075.
- 5.8. The IBC was notified of a NBFAC bioforensic repository transfer of materials related to IBC-22-0074. The committee had no questions.

6. Training – N/A

7. Action Items

- 7.1. None

8. Housekeeping Items

- 8.1. The next meeting is scheduled for Thursday, May 26, 2022, from 11:30 am - 1:00 pm in the NBACC Building and Teams Teleconference.

9. Adjourn

- 9.1 A motion was made by A.H. and seconded by J.H.B. to adjourn the meeting at 12:18 pm.

This work was funded under Agreement No. HSHQDC-15-C-00064 awarded to Battelle National Biodefense Institute 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

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All research was conducted in compliance with the Animal Welfare Act and other federal statutes and regulations relating to animals and experiments involving animals and adheres to principles stated in the Guide for the Care and Use of Laboratory Animals and approved by both the NBACC Institutional Animal Care and Use Committee and, when applicable, the DHS Compliance and Assurance Program Office. The facility where this research was conducted is fully accredited by AAALAC International and maintains a Public Health Service (PHS) Humane Care and Use of Laboratory Animals (Policy) assurance.