



INSTITUTIONAL BIOSAFETY COMMITTEE Meeting Minutes

June 22, 2017
NBACC
1st floor Conference Room
11:30 am - 1:00 pm

Members Present:			Members Absent:	
N.B.	M.J.R.	B.C.	J.G.	J.O.
J.C.S.	R.L.	L.P.	R.H.	
V.J.	G.W.	D.H.	P.L.	
Guests Present: B.J.				
Prepared By: L.Z.R.				

1. Call to Order

N.B. called the meeting to order at 11:34 am.

2. Roll Call

A quorum was verified. N.B. introduced B.J. as a new member of the committee, beginning with the next meeting. B.J. will also be transitioning as the new Chair of the committee, with N.B. transitioning out of the committee completely.

3. Approval of Meeting Minutes

3.1. The November 30, 2016, meeting minutes were reviewed and unanimously approved via email on December 9, 2016.

4. Ongoing Business

4.1. Form changes for 081-001-F01. The committee reviewed the proposed changes for form 081-001-F01. M.J.R. made a motion to approve the changes and J.C.S. seconded the motion. The committee unanimously approved the proposed changes.

4.2. Revisions to IBC Policy #1. The committee reviewed and discussed the comments to the IBC Policy #1. The committee concluded that J.C.S. and N.B. will work with J.O. to make changes and send to committee for approval via email.

5. New Business

5.1. There were no Receipts of Recombinant Strains received.

- 5.2. Etiologic Agent Registration – the IBC received a copy of one recombinant etiologic agent registration, #218 on 03/17/17.
- 5.3. The IBC Chair noted that two amendments to IBC-16-0030 were submitted and reviewed on May 4 and May 12, 2017.
- 5.4. The IBC Chair noted that that the IBC 101 Annual Training was reviewed and completed by all staff for 2017.
- 5.5. The IBC Chair noted that a new IBC Registration, IBC-17-0033, was submitted and reviewed by the Chair and was found to be exempt on June 14, 2017.

6. Training

- 6.1. N/A.

7. Action Items

- 7.1. J.O., N.B., and J.C.S. will revise IBC Policy #1 to accommodate changes as noted and send to the committee for their approval.

8. Housekeeping Items

- 8.1. Next meeting is scheduled for Thursday, July 27, 2017, from 11:30-1:00 in the NBACC Building.

9. Adjourn

A motion was made by N.B. and seconded by M.J.R. to adjourn the meeting at 12:05 pm.