



## INSTITUTIONAL BIOSAFETY COMMITTEE Meeting Minutes

April 26, 2018  
NBACC  
2<sup>nd</sup> floor Conference Room  
11:30 am - 1:00 pm

Members Present:			Members Absent:	
B.J.	B.C.	P.L.	M.J.R.	
J.C.S.	A.H.	L.P.		
V.W.	G.W.	B.S.		
G.H.	B.H.			
<b>Guests Present:</b> N/A				
<b>Prepared By:</b> J.O.				

**1. Call to Order**

B.J. called the meeting to order at 11:38 am.

**2. Roll Call**

A quorum was verified and membership changes were discussed, which included the introduction of two new members (G.H. and B.H) and the removal of two members (D.H. and B.L.).

**3. Approval of Meeting Minutes**

3.1. The December 7, 2017, meeting minutes were reviewed and unanimously approved via email on December 20, 2017.

**4. Ongoing Business**

4.1. The Chair updated the committee regarding the additional community member. She recently received her interim clearance and is currently waiting on DHS suitability. Additionally, there was another community member in the process of her statement of work but she recently withdrew from the process.

**5. New Business**

- 5.1. There were no Receipts of Recombinant Strains received.
- 5.2. There were no Etiologic Agent Registrations.
- 5.3. The committee reviewed a renewal registration, IBC-15-0026. The registration was due to expire in November of 2018, however the PI submitted early to coincide with the start of the new project year. There was a discussion concerning multiple safety features, risks, and

procedures of the project. In particular, there was discussion regarding Section 3.1.5 of the registration, as to whether the use of both a host (i.e. the living organism) and vector system (e.g. plasmids) would be required for this section to be marked, or if only having one of these (in the case of this registration, just the vector system) was enough. After some discussion, it was concluded that the most conservative interpretation, having just the vector system, was sufficient to warrant inclusion in the registration. In addition, there was a suggestion for a modification in Section 3.2.2., and one minor edit required in Section 5. B.C. made a motion to approve the registration after minor edits were made by the PI, which could be reviewed and confirmed by the IBC Chair. V.W. seconded the motion and the committee unanimously agreed.

5.4. The Chair updated the committee on an amendment for IBC-17-0033 that was deemed exempt on April 10, 2018.

**6. Training**

6.1. N/A.

**7. Action Items**

7.1. The ICA will revise the amendment form – ongoing.

**8. Housekeeping Items**

8.1. Next meeting is scheduled for Thursday, May 24, 2018, from 11:30-1:00 in the NBACC Building.

**9. Adjourn**

A motion was made by A.H. and seconded by B.C. to adjourn the meeting at 12:15 pm.