



INSTITUTIONAL BIOSAFETY COMMITTEE

Meeting Minutes

February 27, 2014
 NBACC
 1st Floor Conference Room
 11:30 am - 1:00 pm

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

1. Call to Order

N.B. called the meeting to order at 11:40 AM.

2. Roll Call

A quorum was verified.

3. Approval of Meeting Minutes

The January 2014 meeting minutes were reviewed and approved via email on January 13, 2014. They have undergone the sensitivity review process and are uploaded onto BNBI’s website.

4. Ongoing Business

4.1. The draft policy for the receipt and storage of recombinant and synthetic nucleic acids or organisms was modified after the January IBC meeting to incorporate the committee’s suggestions. This version was reviewed at the meeting. M.J.R motioned to approve the policy with the edits and this motion was seconded by J.C.D. The committee unanimously approved the policy.

5. New Business

5.1. The committee reviewed newly submitted registration IBC-14-0021. The PI was in attendance to provide a brief summary of the project and answer any questions. The committee discussed the risks and procedures of the project. A few minor suggested changes and clarifications were requested by the committee. A motion was made by J.G. to require modifications to secure approval of the registration and for the modifications to be returned to the Vice Chair for review. This motion was seconded by M.J.R. and unanimously approved with one recusal.

5.2. The Chair informed the committee of IBC Registration IBC-14-0020 which was reviewed by the Vice Chair and deemed exempt on January 27, 2014.

5.3. S.B. presented a training opportunity to the committee. The Chesapeake Area Biological Safety Association (ChABSA) is holding a technical seminar with an NIH representative. The details were discussed and committee members were encouraged to contact the ICA if they were interested in registering.

6. Training

N/A

7. Action Items

7.1. The ICA will finalize and distribute the newly approved policy.

8. Housekeeping Items

8.1. Next meeting is scheduled for Thursday, March 27, 2014, 11:30-1:00, NBACC Building.

9. Adjourn

The meeting was adjourned at 12:20pm.