Meeting Minutes

Meeting Subject/Title: Institutional Biosafety Committee

Date: January 27, 2010  Time: 12:00 -1:30 pm  Location: Thomas Johnson Drive, Carroll Creek Conference Room

Members Present:

<table>
<thead>
<tr>
<th>PL – Vice Chair</th>
<th>LP</th>
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<tr>
<td>LH</td>
<td>DL</td>
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<tr>
<td>TH</td>
<td>JG – Chair (via telephone)</td>
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Members Absent:

| JS |

Guests Present:

| Prepaid By: LR |

I Meeting called to order by Vice Chair
   A. Welcome to new outside member and short introductions

II Approval of Meeting Minutes from 30 December 2009 meeting
   A. Minutes from the 30 December 2009 meeting were approved and seconded, with minor typographical errors corrected.

III Old Business
   A. Package to register IBC with NIH Office of Biotechnology Activities (OBA) is ready for signature and submission. This includes a cover letter, a membership roster, and biosketches for each member.

   B. Non-affiliated Committee Member update:
      1. Second non-affiliated member signed subcontract.
2. The process of obtaining DHS suitability will be initiated for both non-affiliated members.
3. Waiting for reply from a potential third non-affiliated member.

C. Document Status report:
   1. All SOPs (81-001 and 81-002) are approved by committee; will be forwarded to Quality Assurance Manager, then Laboratory Director for final approvals.

IV New Business

A. Project Review of IBCFY1004 (T1003) Yersinia Diversity Assessment B
   a. Phase I of project is exempt from IBC review under Section III-F-5 of the NIH guidelines.

   b. Phases II-IV of this application are approved for execution in BSL-2 under Sections IIID. 1 and IIID.2 pending documentation of approval by USAMRIID’s IBC and the correction of a typographical error in the application.

B. Discussion regarding the awareness of the IBC for recombinant strains obtained from outside sources.
   1. Chair and/or Vice Chair will bring up this issue with Leadership Team

C. Discussion :
   1. Risk Assessment portion of rDNA Application (81-001.F01) will be edited.
   2. NIH Handout regarding PI responsibilities will be handed out during training for PIs. This training will occur once SOPs are approved.

D. Next Meeting – will be scheduled for 3rd or 4th Wednesday of February.

Meeting was adjourned at 1:25 pm