



INSTITUTIONAL BIOSAFETY COMMITTEE Meeting Minutes

January 9, 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.	J.G.		
R.B.	R.L.	J.C.D.		
S.B.	B.C.			
Guests Present: D.L., L.R., C.A., T.K., M.R.E.				
Prepared By: J.O				

1. Call to Order

N.B. called the meeting to order at 11:45 AM.

2. Roll Call

A quorum was verified.

3. Approval of Meeting Minutes

The December 2013 meeting minutes were reviewed. J.G. motioned for approval and L.P. seconded the motion. The minutes were unanimously approved.

4. Ongoing Business

4.1. The ICA and Chair drafted a policy for the receipt and storage of recombinant and synthetic nucleic acids or organisms, and the committee had an opportunity to review and make changes prior to the meeting. Discussion at the meeting led to further suggested edits. This policy will be re-drafted and sent to the committee via email for final review and approval.

5. New Business

- 5.1. The committee reviewed newly submitted registration IBC-14-0019. 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 motion was made by J.R.S. to approve the registration, was seconded by B.C and unanimously approved.
- 5.2. The committee reviewed an amendment for IBC-14-0018. The PI provided a brief summary of the amendment and answered any questions. The committee discussed the risks and procedures of the project. A checkbox was incorrectly checked. A motion was made by B.C. to approve the registration with

the checkbox modified and this was seconded by M.J.R. The committee unanimously approved with one recusal.

- 5.3. The committee discussed the potential need for a policy regarding the review of IBC Registrations for which additional security is required. After discussion of the possible benefits and disadvantages, the committee decided that a policy regarding this process would not be necessary, and any administrative requirements could be added to the IBC SOP.

6. Training

N/A

7. Action Items

- 7.1. The ICA and IBC Chair will re-draft the rDNA receipt and storage of recombinant and synthetic nucleic acids or organisms policy for review by the committee.

8. Housekeeping Items

- 8.1. Next meeting is scheduled for Thursday, January 23, 2014, 11:30-1:00, NBACC Building.

9. Adjourn

The meeting was adjourned at 1:03pm.