

Subject: IBC Meeting notes 11/20/23

Hi Everyone,

These are the notes from our latest IBC meeting. Please let me know if you have any questions or corrections.

Thank you!

Attendees: Gary Skuse, Cindy White, Phil VanChieri, Paul Craig, Jennie Liedkie, Wade Narrow, Kim Corbett, , Dawn Carter, Mary-Anne Courtney, Sarah Klein, Bolaji Thomas, Elena Lopez Peredo

Agenda:

- 1) Review IBC registration and SOP submitted from Elena Lopez Peredo.
- 2) Review changes made by Bolaji Thomas to his documentation.

Elena's Submission:

Elena's research involves transforming algae and seagrass to reduce water loss. Gary had done a quick review and asked Elena to make some basic changes before today's meeting. Everyone has received an updated copy of her forms.

Registration changes:

- 1) Remove reference to select agents.
- 2) Make section K static to remove the need to scroll in the box to see the text. It wasn't working for everyone depending on their computer.

SOP changes:

- 1) Cell phone number was added.

The lab inspection for Elena is scheduled for 12/5. Once complete and verification of training has been done, Gary will send out an approval letter.

Bolaji Thomas' registration: Infecting cattle in Nigeria

SOP:

- 1) Bolaji has made all of the changes that were previously requested.

Registration and addendum:

- 1) Bolaji has made the requested changes.
- 2) There is a reference to 'additional tissue specimens'. It's not clear if this is 'more of the same' or if these are different specimens in addition to those already mentioned. This needs to be clarified.
- 3) The addendum needs to be added to the registration.

The lab inspection needs to be completed.

All trainings must be completed and verified.

Other:

- 1) Jennie brought up the UV lights used to disinfect biosafety cabinets. She says that many times they are left on indefinitely vs just for 20 minutes.

- a. In labs where the cabinets are in a separate room, this is less of an issue. Users should be aware of potential UV exposure when working in the vicinity of a cabinet when the light is on. The glass should filter the light but it's best to leave the area while the light is on.
 - i. Elena told us that the lights they use are on a 20 minute timer so they aren't left on indefinitely.
- 2) Dick Doolittle will be retiring at the end of the year. Cindy will reach out to check on the status of his projects to see if they will be continued or if they are complete.

Next meeting:

To be scheduled as needed.