

Regular Meeting of the WMed Institutional Biosafety Committee (IBC)

June 3, 2025

1:00pm - 2:00pm

In person Room 423

Meeting Start Time: The Chair confirmed there was a quorum and the meeting was called to order at 1:16pm after a farewell to our long term ex-officio member AS.

Number of Regular members on the roster: 9; Number required for quorum: 6

1. Attendance

Voting Members Present	
Status	Initials
Chair, Member	NH
Vice Chair, Member	CJ
Member	RV
Member	RP
Member	AC
Member	JD

Voting Members Absent	
Status	Initials
Community Member	SF
Community Member	RS
Member	MC

Non-Voting Members Present	
Status	Initials
SDRC, Ex-officio	AS
IBC Coordinator, Ex-officio	CJK

Non-Voting Members Absent	
Status	Initials
RSO, Ex-officio	PJ

2. Welcome and Updates

- NH welcomed members to the meeting.

3. Conflicts of Interest and Confidentiality

The Chair reminded all members present that any member of the IBC may not participate in the review or approval of a project in which he/she has been or expects to be engaged or has a direct financial interest. NH confirmed no conflicts of interest for today meeting.

4. **Review of Prior Minutes**
a. **Approval of 3.14.2025 minutes**
Discussion: No comments

MOTION: A motion was made by CJ and seconded by RV to approve the **3.14.2025** meeting minutes.

VOTES: Approve

# Present	Votes For	Votes Against	Abstained	Recused	Absent
6	6	0	0	0	3

5. **Radiation Safety Updates**

- None

6. **Occupation Health Updates - JD**

- Velocity EHS system to be used as of December 31st 2025 for incident reporting. Currently being used for MSDS. This systems use would also bring us into compliance for NIH standards. Portal presence for Occ Health will be changing – with the goal of employee wellness programs to be more accesible, such as Crisis Intervention Stress Management (CISM)
- Completed OSHA 10, working on OSHA 30. Entire occupational health team with be completing OSHA 10 in the future.

7. **Biosafety Updates - AC**

- AC – finished OHSA 10 and OSHA 30 as well as OSHA formaldehyde course and is working on a formaldehyde training for employees.
- Lab Coats – contract is signed. PO will be submitted soon. Scrubs for the vivarium are included in this contract.
- **5th floor BSL2:** Roll out of BSL2 happened May 26th. There have been many complaints received about the doors and difficulty with opening doors with gloved hands. Ultimate solution was to stay course and allow time for adjustments. Offer to buy the foot pulls or arm pulls. AC will rollout 4th floor BSL2 as well.

8. **Review of SOPs**

- **Lead Acetate Trihydrate:** SOP vs the need for a full IBC Protocol was discussed. It was decided that a SOP was sufficient unless work changes. Edits will be finalized over email.

AS left at 1:56

9. **IBC General Updates:**

- NH re-submitted the annual IBC registration to the NIH Office of Science Policy (OSP) and it was accepted.
- Annual Renewals – New form to be adopted to identify which protocols require annual review and which are exempt. Form will be filled out at time of protocol approval, amendment, and triennial reviews.
- New NIH rule – Meeting minutes and IBC roster to be made public. Going forward abbreviations will be used in meeting minutes for member identification.

10. Adjournment:

Meeting ended at 2:14pm.