

Institutional Biosafety Committee (IBC) Meeting Minutes

DATE:	September 29, 2025
TIME:	3:00 PM
LOCATION:	Allen Institute - Virtual (Teams)
SUBJECT:	IBC Meeting Minutes (NIH)
COMMITTEE MEMBERS PRESENT: (8 VOTING)	Irina Mueller (IBC Chair); Jennifer Allen (EHS); Molly Gasperini (Scientist); Meagan Quinlan (Scientist); Julian Reading (Scientist); Julie Nyhus (Scientist); Tim Dawe (Animal Containment Expert); Susan Bell (non-affiliated) <i>The IBC has 10 voting members total with 1 alternate member (EHS), and 6 members are required to conduct business.</i>
MEMBERS ABSENT:	Yoh Isogai (Scientist); Sierra Hansen (non-affiliated); Grant Lee (EHS, alternate)
OTHER ATTENDEES:	Shannon Ramsey (Research Compliance); Bernie Frankel (Research Compliance)

Call to Order	The IBC Chair called the meeting to order at 3:01 PM.
Conflict of Interest	Standard meeting reminders about preparation, confidentiality and recusals. The IBC Chair reminded all members present to identify any conflicts of interest as each registration is reviewed.
Review and approval of previous meeting minutes	05/27/25 meeting minutes to be approved <ul style="list-style-type: none"> Motion: Approve the minutes as written Votes: 8 For / 0 Against / 1 Abstain [TD]
Review of Current and Prior Business	Due to regulatory requirements, we will separate NIH and non-NIH business matters moving forward.

1. IBC Pre-Approval Confirmation	
PI Name(s)	Hongkui Zeng
Registration Number/Title	3-Year Renewal
Protocol Overview	<p>Summary: 3-year renewal for 001-2022 Registration</p> <p>Risk Group 2 Materials [No change]: Tetrodotoxin, Lenti-Retrovirus, Human BBP, G-deleted Rabies, CAV, Yellow Fever Virus, NHP tissue with and without Sindbis Virus, Sindbis</p> <p>New Risk Group 1 Materials [No change]: AAV + full list in Registration</p> <p>Training Verification: No</p> <p>Applicable section(s) of NIH Guidelines: III-D, III-E, III-F</p> <p>COI / Recused: Julie Nyhus</p> <p>There were no significant changes to the renewal. Minor changes included updates to Attachment A Personnel form and administrative updates to correct outdated links in the Biohazard Profiles and Procedures. Pre-review was performed by the IBC Chair and EHS Director. Pre-approval provided by the IBC Chair.</p> <p>During the review, the following administrative updates were requested:</p> <ol style="list-style-type: none"> Research Compliance Office to remove old Registration number from the footer. Remove Tim Dawe and add the NSB group to the Attachment A Personnel form. <ul style="list-style-type: none"> Motion: Approve 001-2025 IBC Registration Renewal with administrative updates Votes: 7 For / 0 Against / 1 Recused [JN]

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2. IBC Pre-Approval Confirmation	
PI Name(s)	Julian Reading
Registration Number/Title	3-Year Renewal
Overview	<p>Summary: 3-year renewal for 009-2022 Registration</p> <p>Risk Group 2 Materials [No change]: Staphylococcal Enterotoxin B (SEB), 2nd and 3rd generation Lentivirus, Human specimen from COVID19+ patients, PMBC containing CAR-T cells and Endogenous viruses</p> <p>New Risk Group 1 Materials [No change]: CRISPR sgRNAs and full list in Registration</p> <p>Training Verification: Yes, for BSL2+ agents</p> <p>Applicable section(s) of NIH Guidelines: III-D, III-E, III-F</p> <p>COI / Recused: Julian Reading</p> <p>There were no significant changes to the renewal. Minor changes included updates to Attachment A Personnel form and administrative updates to correct outdated links in the Biohazard Profiles and Procedures. Pre-review was performed by IBC Chair and EHS Director. Pre-approval provided by IBC Chair.</p> <p>During the review, no additional questions or updates were requested.</p> <ul style="list-style-type: none"> Motion: Approve 009-2025 IBC Registration Renewal Votes: 7 For / 0 Against / 1 Recused [JR]

Other Business	
None	

Adjourn	The IBC Chair adjourned the meeting at 4:15 PM.
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