

Regular Meeting of the WMed Institutional Biosafety Committee (IBC)

May 20, 2026

2:00pm - 3:00pm

In person Room 423

Meeting Start Time: The Chair confirmed there was a quorum and the meeting was called to order at 2:01pm.

Number of Regular members on the roster: 11; 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	MC
Member	JD*
IBC Coordinator	CJK*
Community Member	KO

Voting Members Absent	
Status	Initials
Community Member	SF
Community Member	RS

Non-Voting Members Present	
Status	Initials
SDRC, Ex-officio	CS
RSO, Ex-officio	PJ*

*Attended via Microsoft Teams

2. Welcome and Updates

- NH welcomed members to the meeting and announced that a new committee member, a Scientist at Zoetis, was joining the committee for their first meeting. Committee members introduced themselves, shared their roles, and provided an overview of their areas of expertise.

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 they are engaged, expect to be engaged, or have a direct financial interest.

4. Review of Prior Minutes

a. **Approval of 4.14.2026 minutes**

Discussion: No comments.

MOTION: A motion was made by RV and seconded by CJ to approve the **4.14.2026** meeting minutes.

VOTES: Approve

# Present	Votes For	Votes Against	Abstained	Recused	Absent
9	9	0	0	0	2

5. Radiation Safety Updates

- Dosimeter readings for all individuals using x-ray machines were reviewed. All readings were at background levels, with no measurable radiation doses recorded, indicating that personnel are working safely and appropriately using lead shielding.
- In April, the Vesteron lab at the Innovation Center closed. Radioactive waste was placed in a holding cabinet until a pickup could be scheduled later that month. The lab has since been cleaned out, and no radioactive waste remains at the Innovation Center. During the scheduled pickup, radioactive waste was also removed from the UpJohn Building.
- An amendment was submitted to the Nuclear Regulatory Commission (NRC) license to remove the Vesteron lab from the license.
- In Room 5224 of the UpJohn Building, the x-ray machine used to irradiate samples and small animals failed, and repairs were determined to be cost prohibitive. A new x-ray machine has been purchased, with installation anticipated in June. PJ contacted the State of Michigan to amend the license to reflect the new machine and is awaiting a response.

PJ left at 2:10pm.

6. Protocol Review

a. **IBC-2026-002 Triennial Review**

Discussion: This triennial review combined protocols IBC-2023-003 (*Citrobacter rodentium*), IBC-2023-004 (Busulfan), and IBC-2023-005 (Tamoxifen, Progesterone, Doxycycline, and Irradiation). Assigned reviewers were CJ and RP. CJ provided an overview of the project, which uses tamoxifen-inducible lineage tracing in mouse models to evaluate how *Citrobacter rodentium* infection affects IgA production from different progenitor cell populations. *Citrobacter rodentium* is a BSL-1 mouse pathogen that does not infect humans; however, all infection studies will be conducted in the BSL-2 vivarium to prevent spread to other mice. Tamoxifen is used to induce labeling, progesterone is used to support pregnant mice, doxycycline is used for lineage tracing and cell barcoding models, and an x-ray irradiator is used prior to bone marrow transplantation. Busulfan is included as an alternative bone marrow ablation method if the irradiator is unavailable. Most work will be conducted within the vivarium. Tamoxifen and busulfan are carcinogens, and pregnant personnel should avoid exposure. N95 respirators are listed for chemical preparation, and the proposed PPE plan was considered adequate. Reviewers noted that the protocol should reference the Tamoxifen SOP. RP noted that all work locations should be listed if utilized. Additional details are needed regarding secondary containment during transport of materials between laboratory spaces. Confirmation of respirator fit testing through Occupational

Health is needed for personnel using N95 respirators. Clarification is also needed regarding waste disposal procedures, including what materials are autoclaved and how tamoxifen waste is managed.

Modifications:

- Reference the Tamoxifen SOP within the protocol for safety, containment, and waste procedures.
- Ensure all work locations are listed, including core laboratory and flow cytometry spaces, if applicable.
- Identify secondary containment methods used to transport materials between laboratory spaces.
- Clarify what waste is autoclaved in Section 6.1 and specify what materials are considered disposable versus non-disposable
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MOTION: A motion was made by RP and seconded by CJ to approve the protocol contingent upon completion of the requested administrative modifications.

VOTES: Approve

# Present	Votes For	Votes Against	Abstained	Recused	Absent
9	9	0	0	0	2

b. IBC-2023-006 Triennial Review

Discussion: Assigned reviewers were NH and AC. NH provided an overview of the project, which includes three objectives: (1) barcoding lymphoid progenitors and hematopoietic stem cells using lentivirus to evaluate relationships between progenitors and adult B cells; (2) determining whether specific downstream genes play a role in B1 cell development using retrovirus; and (3) a new objective utilizing mouse stromal cells overexpressing the Notch ligands *dll1* and *dll4* to evaluate T-cell differentiation from human-derived progenitors. All work will be conducted under BSL-2 containment, primarily in Room 5222 and laboratory spaces. Reviewers noted that flow cytometry core spaces should be listed if utilized and recommended that viral preparation be restricted to Room 5222 due to the increased containment available. The PPE plan was considered appropriate; however, clarification was requested regarding the use of biosafety cabinets for all viral and biological work. Reviewers also noted a typo in the gene name, requested clarification of primary and secondary containment methods used during transport, and recommended the use of a leak-proof container with a locking lid for secondary containment.

Modifications:

- Specify that viral preparation will be conducted in Room 5222.
- Ensure all work locations are listed, including core laboratory and flow cytometry spaces, if applicable.
- Clarify that all viral and biological work will be performed in a biosafety cabinet (BSC).
- Correct the gene name typo in Section 7.2, Project 4 description.
- Specify the primary and secondary containment methods used during transport of materials between work locations

MOTION: A motion was made by NH and seconded by CJ to approve the protocol

contingent upon completion of the requested administrative modifications.

VOTES: Approve

# Present	Votes For	Votes Against	Abstained	Recused	Absent
9	9	0	0	0	2

c. IBC-2023-001 Amendment

Discussion: An amendment was submitted to add *Klebsiella pneumoniae* for use in the same manner as the previously approved *Streptococcus pneumoniae* strain. Reviewers noted that while an SOP exists for prior protocols involving *Klebsiella*, the amendment does not specify that the work will be conducted under BSL-2 containment or that the SOP will be followed. Additional details are needed regarding handling, containment procedures, PPE requirements, and SOP references. The amendment also does not identify the specific strain of *Klebsiella pneumoniae* to be used. Strain information, including any antimicrobial resistance characteristics, is required to accurately assess risk. Reviewers also discussed concerns related to the potential use of multidrug-resistant strains, culturing live bacteria, and preparation of stock cultures.

Information needed before returning to full committee:

- Provide strain information, including whether the strain is multidrug resistant (MDR).
- Clarify the appropriate biosafety level classification for the proposed work.
- Describe containment procedures, including handling, transport, PPE, and waste management.
- Reference applicable SOPs for handling and containment.

MOTION: A motion was made by NH and seconded by JD to table the protocol amendment until additional information is provided regarding the bacterial strain, procedures, biosafety level, and applicable SOPs.

VOTES: Motion to Table – Approved

# Present	Votes For	Votes Against	Abstained	Recused	Absent
9	9	0	0	0	2

d. IBC-2026-001 Amendment

Discussion: An amendment was submitted to add experimental drug compounds, including a G4 inhibitor. SOPs are to be developed for the safe handling and use of the proposed compounds. During review, it was noted that one student listed on the protocol had not completed the required CITI training. The committee agreed that the individual may not participate in protocol activities or be added to the approved personnel roster until the required training has been completed. The PI will be notified of this requirement.

MOTION: A motion was made by NH and seconded by RP to approve the protocol amendment with the condition that the untrained student not be included as approved personnel until all required CITI training has been completed.

VOTES: Approve

# Present	Votes For	Votes Against	Abstained	Recused	Absent
9	9	0	0	0	2

7. Occupational Health Updates - JD

- **OSHA inspection updates** – The inspection resulted in two serious violations of moderate gravity and two regulatory violations. Three of the four cited items were corrected during the inspection process. The remaining violation involved formalin air quality monitoring following a protocol change, as monitoring should have been performed twice within one year of the change but was only completed once. Citations are expected to total approximately \$5,300. Final documentation from OSHA is still pending.

8. Biosafety Updates - AC

- **IBC Update** – A revised IBC scope document is being drafted to better define activities overseen by the IBC that fall outside the NIH Guidelines. This effort represents the first phase of a broader IBC program overhaul, which may include updates to protocol templates and development of FAQ resources.

9. General IBC Updates

- **Annual Roster Update** – Annual NIH Registration update has been completed and approved.
- **IBC Roster Posting Request** – The Faculty Affairs Committee requested feedback regarding posting the IBC committee roster on the WMed committee listing website. Following discussion, the committee expressed no concerns for the roster being posted publicly. No formal motion was made.

10. Adjournment:

Meeting ended at 3:16pm.