

Institutional Biosafety Committee Meeting Minutes

Element	Descriptions
Institution	PATH Seattle, WA USA
Meeting Date	Tuesday, July 15, 2025
Meeting Time	2:00 PM – 3:30 PM PDT
Meeting Type	In person and virtual meeting
IBC Members Present	Sampa Pal, IBC Chair Marcus Estrada, IBC Member Nancy Hosken, IBC Member Jessica White, IBC Member David Koelle, Local Non-affiliated IBC Member
Quorum	Present The IBC has 8 voting members, and 5 members (including the IBC Chair, the Biosafety Officer, and one local non-affiliated member which are all required to conduct business) were present for duration of the meeting.
Other Individuals in Attendance	Shawn Sandlin, Office of Research Affairs Coordinator
Call to Order	The IBC Chair called the meeting to order at 2:05 PM
Conflicts of Interest	The IBC Chair reminded all members present to identify any conflicts of interest as each registration (application) is reviewed. Sampa and Gonzalo have a COI with current application IBC0010 up for renewal.
Review and approval of previous meeting minutes	IBC minutes from meeting held on April 9, 2025. Motion: David Koelle made a motion to approve minutes as is. Votes: 5 for, 0 against, 0 abstain

<p>Review of Prior Business</p>	<p>Renewal IBC applications must be re-submitted by the study team using the new template and additions as described above.</p> <p>For IBC0022 application, IBC Chair shared the application with the IBC members via email for review and received confirmation from them that it is approved (with exemption) under category III-F.</p> <p>For IBC0023 application, IBC Chair followed up with the study team to clarify that wastewater will not be used but sterile buffer instead. Chair then shared the revised application with the IBC members and received confirmation that it is approved (with exemption) under category III-F.</p> <p>PATH to establish process to meet new NIH requirements for posting of IBC roster and meeting minutes.</p> <p>Shawn Sandlin to re-share training access information with IBC members with missing completion certificates.</p>
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New IBC Registrations and Amendments for Review (repeat for each registration)	
PI Name(s)	Gonzalo Domingo
Registration Number/Title	Renewal Registration IBC0010
Project Overview	The PI is continuing to use a real-time PCR assay known as photo-induced electron transfer (PET)-PCR that relies on self-quenching primers for the detection of Plasmodium spp., Plasmodium falciparum (Pf) and Plasmodium Vivax (Pv). We are using this type of PCR since it was found to be robust, and easier to use when compared to currently available real-time PCR methods. This method is easy to use, inexpensive, and can be used quite easily to test many samples at once.
NIH Guidelines Section	The activity best fits under Section III-F-1 of the NIH exemption guidelines. This section covers synthetic nucleic acids that can neither replicate nor generate nucleic acids that can replicate in any living cell, are not designed to introduce a stable genetic modification, and do not produce a toxin that is lethal for vertebrates at an LD50 of less than 100 nanograms per kilogram body weight. The research described does not involve the replication of synthetic nucleic acids in living cells, does not introduce stable genetic modifications, and does not produce toxins lethal to vertebrates.
Risk Assessment and Discussion	All activities will be done at the BSL2 level.

<p>Training</p>	<ul style="list-style-type: none"> • Basic Laboratory Biosafety • Protocol/Agent specific biosafety training • High containment laboratory proficiency training • Blood borne pathogen training <p>1. All training required for all lab staff listed in the registration is complete. IBC approval is granted pending verification by the BSO that all staff listed in the registration have completed the required training.</p>
<p>Occupational Health Representative review (if applicable):</p>	<p>Not applicable.</p>
<p>Biosafety Level Assignment</p>	<p>BSL2 for all activities.</p>
<p>IBC Vote</p>	<ul style="list-style-type: none"> • Jessica White made a motion to approve the registration as is. <p><u>Votes:</u></p> <ul style="list-style-type: none"> • For/Against/Abstain: 4 for, 0 against, 1 abstain • Conflict(s) of Interest: Sampa Pal (and Gonzalo Domingo who did not attend).

Element	Descriptions
New Business/ Additional Topics	<p>Agenda</p> <ul style="list-style-type: none"> · Quorum and conflict of interests · Review the action items from the last meeting · Approve meeting minutes from April 2024 meeting · Review the renewal application IBC0010 · Update on Biosafety/Biosecurity Training Requirements for IBC members <p>After hearing course completion challenges from IBC members and discovering overlapping content with existing required IBC member training modules, PATH requested a course module revision from CITI.</p> <ul style="list-style-type: none"> · Overview of process to post meeting minutes publicly to meet the new NIH requirement · All other business · Action items from this meeting · Next meeting date
Review of Incidents	<p>Nothing to report.</p>
Inspections/ Ongoing Oversight	<p>Shawn Sandlin to review the NIH Guidelines to inform the IBC Chair of the required frequency of inspections.</p>
IBC Training	<p>No training conducted during this meeting.</p>
Public Comments	<p>There were no public comments.</p>
Adjournment	<p>The IBC Chair moved to adjourn the meeting at 2:33PM. The next meeting scheduled is for October 7, 2025. David Koelle is unavailable Oct 7-13. Shawn Sandlin to find a date to meet quorum.</p>