

Institutional Biosafety Committee Meeting Minutes

Element	Descriptions
Institution	PATH Seattle, WA USA
Meeting Date	Tuesday, October 7, 2025
Meeting Time	2:00 PM – 3:30 PM PDT
Meeting Type	In person and virtual meeting
IBC Members Present	Sampa Pal, IBC Chair Nerie Roa, IBC Biosafety Officer Jessica White, IBC Member Gonzalo Domingo, IBC Member Marcus Estrada, IBC Member Steve Libby, IBC Member
Quorum	The IBC has 8 voting members. 6 members (including the IBC Chair, the Biosafety Officer, and one local non-affiliated member which are all required to conduct business) were present for the 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 2:00 PM
Conflicts of Interest	The IBC Chair reminded all members present to identify any conflicts of interest as each registration (application) is reviewed. Jessica has a COI with current application IBC0019 up for renewal.

<p>Review and approval of previous meeting minutes</p>	<p>IBC minutes from meeting held on July 15, 2025. Motion: Jessica made a motion to approve minutes as is. Votes: 6 for, 0 against, 0 abstain</p>
<p>Review of Prior Business</p>	<p>Acknowledgement of application IBC0021 reviewed and approved via exemption on 9/08/2025 (attached).</p> <p>Update on Biosafety/Biosecurity Training Requirements for IBC members</p> <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> <p>Overview of process to post meeting minutes publicly to meet the new NIH requirement</p> <p>Shawn Sandlin to re-share training access information with IBC members with missing completion certificates.</p>

New IBC Registrations and Amendments for Review (repeated for each registration)	
PI Name(s)	Manjari Lal
Registration Number/Title	Renewal Registration IBC0019
Project Overview	Under the proposed research, the formulation team will receive mRNA constructs from either a CRO or a BMGF grantee for formulation in LNPS. This funding supports up to 6 grantee requests. Once mRNA is formulated PATH will provide the material the mRNA-LNP material to the grantee for further testing. All material will be research grade and small quantities not totaling more than 1.2 mL per batch. The successful encapsulation/protection of mRNA will be demonstrated by the RiboGreen RNA assay, A260 and agarose gel testing at PATH.
NIH Guidelines Section	The activity best fits under Section III-F-1 of the NIH exemption guidelines.
Risk Assessment and Discussion	All activities will be done at the BSL2 level.
Training	<ul style="list-style-type: none"> • Basic Laboratory Biosafety • Protocol/Agent specific biosafety training • High containment laboratory proficiency training • Blood borne pathogen training <p>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>
Occupational Health Representative review (if applicable):	Not applicable.
Biosafety Level Assignment	BSL2 for all activities.

IBC Vote	<p>Steve made a motion to approve the registration as is.</p> <p><u>Votes:</u></p> <ul style="list-style-type: none"> For/Against/Abstain: 5 for, 0 against, 0 abstain <p>Conflict(s) of Interest: Jessica White.</p>
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Element	Descriptions
New Business/ Additional Topics	<p>Agenda</p> <ul style="list-style-type: none"> New business/additional topics <ul style="list-style-type: none"> Announcement from the NIH regarding the launch of a new biosafety modernization initiative Acknowledgement of application IBC0021 reviewed and approved via exemption on 9/08/2025 (attached) Review the application IBC0019 from Manjari Lal (attached). Update on PATH.org page where meeting minutes are to be posted publicly to meet the new NIH requirement
Review of Incidents	Nothing to report.
Inspections/ Ongoing Oversight	Shawn Sandlin to review the NIH Guidelines to inform the IBC Chair of the required frequency of inspections.
IBC Training	No training conducted during this meeting. All IBC members have completed Biosafety/Biosecurity training requirement.
Public Comments	There were no public comments.
Adjournment	The IBC Chair moved to adjourn the meeting at 2:22PM. The next meeting is scheduled for January 6, 2025.