

From: [Judith Foster](#)
To: [Crista Wadsworth](#); [Cynthia White](#); [David A Armanini](#); [Dawn Carter](#); [Gary Skuse](#); [Harman, Jennifer](#); [Jennifer Liedkie](#); [Judith Foster](#); [Kim Corbett](#); [Mary-Anne Courtney](#); [Paul Craig](#); [Viet Le](#); [Vinay Abhyankar](#); [Wade Narrow](#)
Cc: [Karin Wuertz-Kozak](#)
Subject: IBC Review of Karin Wuertz-Kozak's SOP/MTA/IBC projects (Meeting Minutes August 17, 2020)
Date: Tuesday, August 18, 2020 8:57:40 AM
Attachments: [IBC Wuertz CRISPR Lentivirus PinkLab InstituteHall.pdf](#)
[IBCProjectRegistration Blood PinkLab InstituteHall as submitted.pdf](#)
[IBCProjectRegistration general Wuertz PinkLab InstituteHall.pdf](#)
[SOP BSLII PinkBMElab V2 17 August 2020 Marked.pdf](#)
[SOP BSLII WuertzLab V5 17 August 2020 Marked.pdf](#)
[AUTM - Standard MTA - RIT FE fullysigned.pdf](#)

Attendees: Karin Wuertz-Kozak, Wade Narrow, Gary Skuse, Cindy White, Jennie Liedkie, Kim Corbett, Paul Craig, Vinay Abhyankar, Judy Foster

MTA form discussion

- No ice will no used, secondary containment-screw lids, leak proof containment.
- MTA form was signed by Ryne Raffaelle.
- No growth potential of the cells and non-pathogenic.
- The IBC committee is all set with the form.

SOPs discussion

- Wuertz SOP- Page 7: Change inflammable to flammable in Labeling & Storage section, update wording in the Carcinogenic and Toxic Materials section: to use respirators instead of facemasks. Also add verbiage such as: if respirators are needed, the Environmental Health and Safety Department needs to be contacted prior to their use. Page 10- 900 ml of water and 100 ml of bleach is what needs to be noted.
 - a. No aspirator flask will be used in Karin's project, will be pipetting by hand.
 - b. Flush all lines with bleach to deactivate any cells, if applicable.

Mike Eveland sent the Harvard's guidance around disposal methods: **Treat liquid waste containing BL1 or BL2 materials with 10% bleach (final concentration) or other approved disinfectant for 20 minutes before sink disposal. For waste with a high organic content, use 20% bleach. Flush the drain with water after disposal. Culture plus bleach (20 minutes) to sink.**

- **Karin updated SOPs are attached-changes were highlighted. (DONE)**

Project follow-up

- Cindy needs conduct a lab inspection of 73-A194.
- Gary will sign off the IBC project has been reviewed/approved providing Karin makes the SOP changes (DONE) and the lab inspection is conducted. Send signed forms to Cindy White.
- Cindy inform Gary when the lab inspection is complete so Gary can send the IBC Committee approval letter to Karin.

Other items- Follow-up

- Judy to send Gary the IBC approval letter template.
- Judy to set up IBC meetings for the fall semester.

Judy Foster, CIH CSP

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-----Original Appointment-----

From: Judith Foster

Sent: Friday, August 14, 2020 2:04 PM

To: Judith Foster; Crista Wadsworth; Cynthia White; David A Armanini; Dawn Carter; Gary Skuse; Harman, Jennifer; Jennifer Liedkie; Kim Corbett; Mary-Anne Courtney; Paul Craig; Viet Le; Vinay Abhyankar; Wade Narrow

Cc: Karin Wuertz-Kozak

Subject: IBC Review of Karin Wuertz-Kozak's SOP/MTA

When: Monday, August 17, 2020 10:30 AM-11:00 AM (UTC-05:00) Eastern Time (US & Canada).

Where: <https://rit.zoom.us/j/99354644455?from=msft>



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