

From: [Judith Foster](#)
To: [Crista Wadsworth](#); [Cynthia White](#); [David A Armanini](#); [Dawn Carter](#); [Gary Skuse](#); [Harman, Jennifer](#); [Jennifer Liedkie](#); [Judith Foster](#); [Karin Wuertz-Kozak](#); [Kim Corbett](#); [Mary-Anne Courtney](#); [Paul Craig](#); [Shannon LaJuett](#); [Viet Le](#); [Vinay Abhyankar](#); [Wade Narrow](#)
Cc: [Ke Du](#)
Subject: IBC Meeting Minutes - September 1, 2021
Date: Thursday, September 02, 2021 10:33:00 AM

Attendees: Cynthia White; David A Armanini; Dawn Carter; Gary Skuse; Jennifer Liedkie; Karin Wuertz-Kozak ; Mary-Anne Courtney; Wade Narrow; Judy Foster

From: Judith Foster
Sent: Tuesday, August 31, 2021 9:44 AM
To: Crista Wadsworth <cbwsbi@rit.edu>; Cynthia White <clwehs@rit.edu>; David A Armanini <daaehs@rit.edu>; Dawn Carter <dxcsse@rit.edu>; Gary Skuse <grssbi@rit.edu>; Harman, Jennifer <Jennifer_Harman@URMC.Rochester.edu>; Jennifer Liedkie <jslsbia@rit.edu>; Karin Wuertz-Kozak <kwbme@rit.edu>; Kim Corbett <kacsbi@rit.edu>; Mary-Anne Courtney <mxcsbi@rit.edu>; Paul Craig <pac8612@rit.edu>; Shannon LaJuett <silbme@rit.edu>; Viet Le <vqlntm@rit.edu>; Vinay Abhyankar <vvabme@rit.edu>; Wade Narrow <Wade_Narrow@urmc.rochester.edu>; Harman, Jennifer <Jennifer_Harman@URMC.Rochester.edu>; Wade Narrow <Wade_Narrow@urmc.rochester.edu>
Cc: Ke Du <kxdeme@rit.edu>
Subject: IBC Meeting Agenda - September 1, 2021

September 1st from 9 – 10 AM

Zoom:

Meeting URL: <https://rit.zoom.us/j/92801626557?from=addon>
Meeting ID: 928 0162 6557

1. **Review Karin's IBC project/SOP**

- Karin has decided to add additional cells to the current IBC project form for the new Cell Culture Course/Lab and it will be designated as BSL-2 lab. Karin will add the additional cells under Table B.1.a of the form.
- Karin needs to update CaCo-2 epidermal cells to Human and BSL-2 in Table B.1.a.
- Karin needs to ensure everyone taking the course has taken all EH&S courses: lab safety, gas cylinder, BBP, and biosafety awareness per the project form.
- Judy will send out a separate email about the hepatitis paperwork process.
- Spelling/changes are needed on the SOP: page 2 Labeled with 2 "Is", 4 repetitive wording, 7 (spilt vs split), 10 (never pipette by mouth), 13 (burns) and add fire safety piece, correct spelling of Shannon's name.
- Karin will check with Shannon LaJuett & Alondra Diaz on the proper disposal of the biohazardous waste from the course. The SOP will be changed accordingly.
- Lab/Course will be approved as BSL-2 when Gary, Cindy/Judy received the updated IBC form and SOP from Karin.
- Cindy will conduct the lab inspection.

- Gary will send out the final approval letter when everything is complete

2. Review Ke's project addendum

- Ke needs to complete the IBC form, fill in "No" for H(1) & (2).
- All cells that be used need to be noted in Table B.1.a of the form.
- Ke need to ensure everyone taking the course has taken all EH&S courses: lab safety, gas cylinder, BBP, and biosafety awareness per the project form.
- Judy will send out a separate email about the hepatitis paperwork process if human cell/cell lines are worked with.
- Move information in Section K into a separate SOP. EH&S will send Ke the SOP template to use once Karin updates her version (using this as a template for other PIs).
 - Note in bold the acquisition section: "This work is not being done at RIT." (add this statement)**
 - Isolated and purified RNA genome of Ebola is not infectious
- Cindy will conduct the lab inspection.
- Gary will send out the final approval letter once the updated project form and SOP are received and the lab inspection has been completed.

3. Discuss the EH&S IBC spreadsheet: EH&S will work with PIs to determine which projects are closed/open (if not currently noted) & then hepatitis B paperwork for everyone that is currently working on active projects that involve: human cell & cell lines; human urine/feces; and/or unfixed human tissues/organs.

- EH&S will begin working through the spreadsheet to determine the following:
 - Is project active or not;
 - After that, EH&S need to review projects noting they are working with human cells, etc. then inform PIs that hepatitis B paperwork needs to be on file (declination or authorization of hep B vaccination shots) for everyone involved-employees and students.
 - Hepatitis vaccination is "highly recommended" at RIT for students so it needs to be offered to those working with PIs on their IBC project(s).

4. Other topics

- Gary will work with EH&S on wording to update the Biosafety webpage to note that PIs need to complete an IBC project form and a project specific SOP prior to IBC review/approval.
- Discussed with the committee that RIT checked in with U of R if human feces and urine can carry infectious agents and should be BSL-2. She (Sonia) agree they should be. Copy of Sonia's response was saved in the EH&S Lab Safety/Biosafety folder for future reference.
- Fall 2021 semester IBC meetings have been set up.
- Discussed wastewater sample storage. RIT is not currently storing these types of samples. If we do, samples need to be in leak-proof & clean sample containers and be properly labeled.
 - EH&S is having further discussions with COS-GoLS to ensure BSL-2 storage & labelling requirements are being followed if RIT is asked to store wastewater samples.

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