

**From:** [Judith Foster](#)  
**To:** [Christy Tyler](#); [Karin Wuertz-Kozak](#); [Julie Thomas](#); [Crista Wadsworth](#); [Cynthia White](#); [David A Armanini](#); [Dawn Carter](#); [Gary Skuse](#); [Harman, Jennifer](#); [Jennifer Liedkie](#); [Judith Foster](#); [Kim Corbett](#); [Mary-Anne Courtney](#); [Paul Craig](#); [Shannon LaJuett](#); [Viet Le](#); [Vinay Abhyankar](#); [Wade Narrow](#)  
**Subject:** IBC Meeting Minutes 3/3/2021  
**Date:** Thursday, March 04, 2021 10:08:55 AM  
**Attachments:** [IBCProjectRegistrationForm Tyler 02232021.docx](#)  
[Project statement-Fulbright-Ilmiawati-Oct2020.pdf](#)  
[IBCProjectRegistrationFormv8 Thomas-2-16-20.doc](#)  
[No Permit P526-210110-001 20210202.pdf](#)  
**Importance:** High

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**From:** Judith Foster <[jafehs@rit.edu](mailto:jafehs@rit.edu)>  
**Sent:** Thursday, March 4, 2021 8:49 AM  
**To:** Cynthia White <[clwehs@rit.edu](mailto:clwehs@rit.edu)>  
**Subject:** IBC Meeting Minutes 3/3/2021

Attendees: Christy Tyler; Karin Wuertz-Kozak; Julie Thomas; Cynthia White; Gary Skuse; Jennifer Harman; Jennie Liedkie; Judith Foster; Kim Corbett; Mary-Anne Courtney; Vinay Abhyankar; Wade Narrow

**Sent:** Wednesday, March 03, 2021 11:17 AM  
**To:** Christy Tyler <[actsbi@rit.edu](mailto:actsbi@rit.edu)>; Karin Wuertz-Kozak <[kwbme@rit.edu](mailto:kwbme@rit.edu)>; Julie Thomas <[jatsbi@rit.edu](mailto:jatsbi@rit.edu)>; Crista Wadsworth <[cbwsbi@rit.edu](mailto:cbwsbi@rit.edu)>; Cynthia White <[clwehs@rit.edu](mailto:clwehs@rit.edu)>; David A Armanini <[daaehs@rit.edu](mailto:daaehs@rit.edu)>; Dawn Carter <[dxcsse@rit.edu](mailto:dxcsse@rit.edu)>; Gary Skuse <[grssbi@rit.edu](mailto:grssbi@rit.edu)>; Harman, Jennifer <[Jennifer\\_Harman@URMC.Rochester.edu](mailto:Jennifer_Harman@URMC.Rochester.edu)>; Jennifer Liedkie <[jslsbia@rit.edu](mailto:jslsbia@rit.edu)>; Judith Foster <[jafehs@rit.edu](mailto:jafehs@rit.edu)>; Kim Corbett <[kacsbi@rit.edu](mailto:kacsbi@rit.edu)>; Mary-Anne Courtney <[mxcsbi@rit.edu](mailto:mxcsbi@rit.edu)>; Paul Craig <[pac8612@rit.edu](mailto:pac8612@rit.edu)>; Shannon LaJuett <[silbme@rit.edu](mailto:silbme@rit.edu)>; Viet Le <[vqlntm@rit.edu](mailto:vqlntm@rit.edu)>; Vinay Abhyankar <[vvabme@rit.edu](mailto:vvabme@rit.edu)>; Wade Narrow <[Wade\\_Narrow@urmc.rochester.edu](mailto:Wade_Narrow@urmc.rochester.edu)>  
**Subject:** UPDATED Agenda for 3/3/2021 IBC Meeting

### **IBC Meeting Minutes:**

**1. We welcome Karin to the IBC. Thanks for joining this committee.**

- Judy Foster to add Karin Wuertz-Kozak to the Biosafety awareness training IBC chart and committee distribution list.

**2. Review Christy Tyler's updated IBC project**

- Cindy White will need to inspect a new lab when ready (GOS-A190).
- Judy Foster to send Christy Tyler an email about the hep B vaccination forms/process.
- Discussion points:
  - Need to pack samples in glass because of possible process contamination if sent in plastic.
  - Samples to be analyzed from University of Toronto-per their request to be added to the project, so Christy needs to update her project form to make international samples more generic so new IBC form(s)/addendum will not be

needed. Resubmit updated form to Cindy White/Gary Skuse for signatures.

- Toronto's samples will be pre-dried & pre-weighed before being sent to RIT.
- Ensure all paperwork associated with sample shipment matches i.e. commercial invoice, letter of conformity, etc. Otherwise, there is a potential they will get held up in customs.
- Christy Tyler needs to review shipping label requirements.
- It was noted it's probably best to ship on a Monday in case of customs issues.
- Samples will not need to be frozen during shipment, they contain an antibacterial aqueous solution.
- Christy Tyler needs to ensure EH&S has the most current procedure on file for the project. Please send to Cindy White.
- All individuals associated with the project need to take all required training and complete hep B paperwork prior to working on the project.
- Ensure everything is worked out ahead of the project i.e. IP, publication, etc.
  - Christy Tyler noted that she has International and the Dean's office approval.
- IBC project was approved. Gary Skuse will sign off on the updated project form as a reviewer/IBC approval. Gary Skuse will sent letter of approval also.

### **3. Review Julie Thomas project**

- Project involves tomato plant pathogen.
- Julie Thomas needs to update the project form to correct the labs where the research will be conducted. Resubmit updated form to Cindy White/Gary Skuse for signatures.

Discussion points:

  - Julie Thomas has filed for a USDA Aphis permit and is approved.
  - No lab inspection is needed, labs are already approved
  - In discussions with Dawn Carter & Eli Borrego this will be an approved project as long as safe handling, disinfecting and autoclaving procedures are followed.
  - Is there potential for rogue issues from the project? With proper handling there should be no risk.
- IBC project was approved. Gary Skuse will sign off on the updated project form as a reviewer/IBC approval. Gary Skuse will sent letter of approval also.

### **4. Discussion about the NuAire, Inc. Risk Group Database**

The ABSA International Risk Group Database consists of international risk group classifications for bacteria, viruses, fungi, and parasites. In many countries, including the United States, infectious agents are categorized in risk groups based on their relative risk. Depending on the country and/or organization, this classification system might take the following factors into consideration: pathogenicity of the organism; mode of transmission and host range; availability of effective preventive measures (e.g., vaccines); availability of effective treatment

(e.g., antibiotics); and other factors.

➤ Judy Foster to add the database link to the EH&S Biosafety webpage.

**Judy Foster, CIH CSP**

*Assistant Director of Environmental Health & Safety*

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