

From: [Judith Foster](#)
To: [Eli Borrego](#); [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: October 16, 2020 RIT IBC Meeting Minutes
Date: Monday, October 19, 2020 8:34:00 AM

Attendees: 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; Eli Borrego

From: Judith Foster <jafehs@rit.edu>
Sent: Wednesday, October 14, 2020 1:21 PM
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>; Judith Foster <jafehs@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>
Cc: Eli Borrego <ejbsbi@rit.edu>
Subject: October 16, 2020 RIT IBC Meeting Agenda UPDATED****
Importance: High

Timeframe: 10:30-11:30

Agenda:

1. Review Gary Skuse's IBC project-Add a few new cell lines to a previously approved project (IBC form attached)

- Gary has added a few more cell lines since the approved IBC project back in July 2019
- Changes needed: Ensure everyone has taken the annual BBP training and completed the associated hepatitis B paperwork
 - Judy to send separate email about the paperwork
- Change G.3 to "No"
- Update J.2
- Lab associated with project: CBT- 2120 & 2140. Lab was previously approved as a BSL2
- Look at Question K to ensure it covers the research that includes new cell lines
- Send updated form to Cindy
- Cindy will sign the updated IBC project form as the reviewer and approver as the BSO
- Cindy to send the IBC Committee letter of approval as the BSO

2. Review Eli J. Borrego's IBC project

- Role of corn bacteria concerning pests & pathocides /"GMO-Free" approach
- Training section of form, page 1 needs to be filled out
- A SOP needs to be written that includes the biosafety precautions to take and include what will be done to protect the greenhouse/contain the pests/ensure they are not able to be release-a concern outside of this project (in the environment)

- Send SOP to Gary & Cindy for their review
- Change A.1 to “No”
- Change G.1.b to “BSL1”
- Lab was previously approved as a BSL2 lab
- Put sign on the greenhouse door about the project: agents, contact information when research is being done
- Send updated IBC project form to Gary Skuse/Cindy White.
 - Gary will sign as the reviewer and approver of the form.
 - Gary will send out the IBC Committee approval letter

3. Discuss membership

- a. Approval of committee to add Shannon LaJuett (Lab Manager for Biomedical Engineering)
- Welcome Shannon to the committee
- Judy will send the RIT NIH Biosafety Awareness training to Shannon and will ensure it is tracked via CPD

4. Judy’s project – Tracking of IBC projects (Excel spreadsheet)

- Judy shared the beginnings of a spreadsheet to track IBC projects, hepatitis B paperwork for all associated with the project
- Cindy noted EH&S started a similar project in the past. Judy will compare the 2 spreadsheets
- Jennie suggested freezing Column A and the row of the titles
- Gary, Cindy stayed on after the meeting to discuss several improvements/changes to the spreadsheet
 - Note all people together in the hep B column to track paperwork, date the spreadsheet so it updates when changes are made

5. Other items?

- Judy needs to cancel the current Zoom meeting since it doesn’t work and send out a new one for the rest of the semester

Judy Foster, CIH CSP

Assistant Director of Environmental Health & Safety

Global Risk Management Services

Finance & Administration

Rochester Institute of Technology

office: (585) 475-6270 | f: (585) 475-2966

jafehs@rit.edu

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