

**From:** [Judith Foster](#)  
**To:** [Crista Wadsworth](#); [Cynthia White](#); [David A Armanini](#); [Dawn Carter](#); [Gary Skuse](#); [Harman, Jennifer](#); [Jennifer Liedkie](#); [Kim Corbett](#); [Mary-Anne Courtney](#); [Paul Craig](#); [Richard Doolittle](#); [Sara Knowlden](#); [Viet Le](#); [Vinay Abhyankar](#); [Wade Narrow](#)  
**Cc:** [Maureen Ferran](#); [Michael Schrlau](#)  
**Subject:** RE: IBC Meeting Minutes - February 20, 2020  
**Date:** Friday, February 21, 2020 8:07:00 AM

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Attendees: Dick Doolittle, Gary Skuse, Jennifer Harman, Kim Corbett, Judy Foster, Mary-Anne Courtney, Jennie Liedkie, Cindy White, Dawn Carter, Maureen Ferran

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**From:** Judith Foster

**Sent:** Wednesday, February 19, 2020 10:36 AM

**To:** Crista Wadsworth <[cbwsbi@rit.edu](mailto:cbwsbi@rit.edu)>; Cynthia White <[clwehs@rit.edu](mailto:clwehs@rit.edu)>; David A Armanini <[daae@rit.edu](mailto:daae@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)>; Richard Doolittle <[rldsbi@rit.edu](mailto:rldsbi@rit.edu)>; Sara Knowlden <[Sara\\_Knowlden@URMC.Rochester.edu](mailto:Sara_Knowlden@URMC.Rochester.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)>

**Cc:** Maureen Ferran <[mcsfsbi@rit.edu](mailto:mcsfsbi@rit.edu)>; Michael Schrlau <[mgseme@rit.edu](mailto:mgseme@rit.edu)>; Leslie Kate Wright <[lkwsbi@rit.edu](mailto:lkwsbi@rit.edu)>

**Subject:** IBC Meeting Agenda - February 20, 2020

**Maureen/Mike/Kate: If you can attend this Institutional Biosafety Committee meeting this will help with answering any questions and move the approval process along more quickly.**

**11 AM – Noon**

**075 - CBT-3157 Conference Room**

Please bring your own copies of SOPs/project forms/agenda. Thanks!

## **Minutes:**

### **1. Review of Maureen Ferran's project**

- a. SOP review
- b. Review of responses to questions:

### **Maureen Ferran/Hans Schmitthener's project**

- **Maureen need to sign off on the project form also. Pages 12 & 13.**
  - Revised form is signed
- **Maureen needs to update the form to delete "transferring to Roswell information" under Question K.**
  - It is the same project, but a different aspect. I will be growing the cells at RIT and will not be transferring them to Roswell park, which I believe is what Hans submitted paperwork for.
  - Transfer statement has been removed
- **Question K needs further clarification. An SOP will also be needed.**
- **Maureen needs to write a cell line specific SOP for the IBC committee's review. The SOPs that were reviewed were not the correct cell line/lab location. The updated SOP needs to**

be reviewed by the next IBC meeting scheduled for: February 20, 2020 11-Noon.

- The SOP for working with cell lines is included in the two SOPs (attached). The SOP is exactly the same for every cell line in terms of safety.

**Additional discussion item(s):**

- Maureen needs to address what the HEK293T cells are going to be used for. Should this be a separate project form? If they are not related to the cancer project, a separate form is needed.
- This cell line will be used as a negative control (statement added to the beginning of the project registration form)

Maureen's SOPs were reviewed. Sections that were of concern were removed such as fire extinguishers. Clear autoclave bags should be used. No lab inspection is needed. The project was approved as a BSL2 project.

-Dick Doolittle sent the IBC approval letter to Maureen.

-EH&S will house all approved documents: SOPs, approved IBC project form, and the approval letter.

## **2. Review Mike Schrlau's IBC project**

This will be a BSL2 project. No lab inspection is needed.

Questions from the IBC for Mike to address:

- Are there students involved with the project? If there are, please add to Question J.2.
- Question K- In the second paragraph, add what personal protective equipment (PPE) is being worn during handling of the cells.
- Resend updated form for approval signatures.
- Need to ensure everyone involved with this project has taken all appropriate EH&S training courses. Currently, several people have not taken training.
  - o Judy to send training links to Mike.

The project is approved contingent upon the above items being completed and the IBC is informed they are done.

## **3. Continued discussion about biological waste disposal**

- a. Cornell's Laboratory Waste Disposal Guide/Poster- Attached
- b. Information Cindy White located – NIH reference to BMBL

From Cindy's email: **I have found references to the disposal of gloves and other solids in the BMBL. According to this, on page 32, under Safety Equipment (PPE) used for work in a BSL1 lab its says:**

**'Gloves must be worn to protect hands from exposure to hazardous materials. ... in addition, BSL-1 workers should:**

- a. **Change gloves when contaminated, glove integrity is compromised, or when otherwise necessary.**
- b. **Remove gloves and wash hands when work with hazardous materials has been completed and before leaving the laboratory**

**Do not wash or reuse disposable gloves. Dispose of used gloves with other contaminated laboratory waste. Hand washing protocols must be rigorously followed.'** The NIH guidelines for Standard Practices and Training references the BMBL for 'strict adherence to good

## microbiological practices’.

The IBC has decided the following:

- All biological related waste generated in BSL2 labs must be disposed of as regulated medical waste. This will include both BSL1 and BSL2 waste produced in a designated BSL2 lab.
- Petri dish lids must be disposed of as biohazardous waste.

### 4. **Can BSL2 placard be removed from A365 COS?**

Question from Jennie Liedkie

The committee discussed what type of work is being done in the lab and agree to downgrade it to a BSL1 lab. Cindy White will replace the BSL2 signage for BSL1.

### 5. **Other items?**

Dawn mentioned students are asking for *E. coli* K-12 cells. The committee agrees it’s not pathogenic and they can have some. J. Foster’s question should we get a project form from the students. I believe this helps for them to learn what will happen in the job sector. Thoughts?

**Conference phone number, if needed: 475-4066 (PLEASE LET US KNOW I YOU ARE CALLING IN SO WE CAN HOOK UP THE PHONE)**

### **Judy Foster, CIH CSP**

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