

Minutes for the Institutional Biosafety Committee Meeting

Tuesday, September 23, 2025

Google Online Meeting

1:00 pm - 1:30 pm

Committee Members Present:

Dr. Robert Marr, Mr. Paul Huber, Mr. Sebastian Rodriguez, Dr. Joseph Reynolds, Dr. Patricia Loomis, Dr. David Everly, Dr. Fabio Re, and Mr. Matthew Anagnostopoulos, Mr. Nikolas Vistine

Committee Members Absent:

Ms. Jacquelyn Casler, Dr. William Conrad and Mr. Matthew Anagnostopoulos

Public Attendees Present:

There were no requests from the public to attend this meeting

Call to Order

The meeting was called to order:

Dr. Robert Marr called the Institutional Biosafety Committee meeting to order at 1:02 pm with a quorum of committee members present.

Review of previous IBC Meeting Minutes

The IBC Committee reviewed the following Institutional Biosafety Meeting Minutes:

- September 9, 2025 meeting minutes were reviewed by the IBC members.

Dr. Robert Marr recommended a motion for the IBC members to approve the September 9, 2025 meeting minutes as written.

Motion to approve the September 9, 2025 meeting minutes:

First motion: Mr. Sebastian Rodriguez

Second motion: Mr. Nikolas Vistine

The IBC members unanimously approved the September 9, 2025 meeting minutes as written.

New Business

- There was no business to discuss.

Old Business

- The IBC committee reviewed the resubmitted lab-specific protocol forwarded by Dr. JongSun Lee for his new research laboratory.
- Dr. Lee resubmitted the Recombinant/Synthetic Nucleic Acid Molecules lab-specific protocol and included the Core Flow Cytometry Form for the committee's review and approval. The previous draft of the protocol required revisions and was missing the cell flow cytometry form.

- During the review, the committee discussed elements of the Recombinant DNA protocol that required updates, corrections, and additional information. The following changes that were identified from the previous meeting have been integrated into the lab protocol as recommended:
 - Page 3 (box): Dr. Lee has indicated "III-D-1" as the relevant section.
 - Page 3 (box): Dr. Lee has removed the name, date, and signature for this field
 - Page 5 (item e): Dr. Lee has clarified this section. Dr. Lee states his lab will use only third-generation, self-inactivating HIV-1–based lentiviral vectors (four-plasmid split-packaging). No second-generation vectors will be used.
 - page 6 (item j) Dr. Lee has clarified this section. Dr. Lee states his lab will use only third-generation, self-inactivating HIV-1–based lentiviral vectors (four-plasmid split-packaging). No second-generation vectors will be used.
 - Dr. Lee has included the completed Core Flow Cytometry Form with the protocol.
 - The committee reviewed and approved this form as written.

Dr. Robert Marr recommended a motion for the IBC members to approve Dr. JongSun Lee’s Recombinant / Synthetic Nucleic Acid Molecules Lab Specific Protocol and the Core Flow Cytometry Form as written.

Motion to approve the Dr. JongSun Lee’s Protocol :

First motion: Dr. David Everly

Second motion: Dr. Patricia Loomis

The IBC members unanimously approved Dr. JongSun Lee’s Recombinant / Synthetic Nucleic Acid Molecules Lab Specific Protocol and the Core Flow Cytometry Form as written.

Other Business

- Dr. Marr proposed a discussion with the IBC members regarding the Core Flow Cytometry form and the lab protocol. He suggested that these documents should be reviewed and approved separately rather than at the same time, as he did not feel it would be beneficial to combine the reviews. After some discussion, no final decision was made at this meeting. Dr. Marr will bring this subject back to the committee for final approval at a later date.

Adjourn

- With there being no further business to be discussed, Dr. Marr recommended a motion to adjourn the meeting at 1:14 pm. The IBC committee unanimously approved the adjournment of the meeting.