

Institutional Biosafety Committee (IBC) Meeting Minutes

Date: July 8, 2025

Time: 2:02 PM – 2:21 PM (EDT)

Location: Virtual Meeting

Recorded by: Terri Olshefski

Attendees:

- Matt Finley (Chair)
 - Talulla Palumbo
 - Lauren Merlo (voting member)
 - Anthony Ashton (voting Member)
 - Dr. Bindu Kumar (voting member)
 - Terri Olshefski
 - Judy Daviau
 - Xuanmao Jiao (PI – joined for Q&A)
 - John Medendorp (briefly present) (voting Member)
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Agenda:

Review and discussion of a biosafety protocol submission involving recombinant DNA, humanized/transgenic mice, and patient-derived xenografts (PDXs).

Discussion Summary:

1. Protocol Overview:

- Presented by: PI Dr. Xuanmao Jiao (joined later in meeting).
 - Protocol involves:
 - Standard non-pathogenic E. coli work.
 - Mammalian cell culture.
 - Use of genetically modified mice
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2. Committee Questions and Concerns:

Recombinant DNA Details (Merlo):

- Protocol lacked specifics on recombinant DNA constructs and transfection strategies.
- Asked to clarify list of genes/constructs and if any hazardous sequences or recombinant elements are being introduced.

Radioisotope Reference (Merlo & Ashton):

- Mention of tritiated thymidine was flagged.
- Clarified by Ashton: No radioactive work is permitted at the Institute. PI must remove references to of radioisotopes.

Transgenic (humanized) Mouse Use (Ashton):

- Concerns over lack of biosafety information related to genetically modified mice including crosses of existing mouse models (DACH1 KO model).
- Noted that the biosafety protocol should stand alone without relying on IACUC references.
- Mouse-derived cell lines used in culture are genetically modified but not explicitly covered and should be outlined in protocol
- List of transgenic mouse models (existing and in development) should be listed in the biosafety protocol.

Protocol Integration (Finley):

- Protocol referenced IACUC #A253065, which includes animal details.
 - Committee noted integration across IACUC and IBC documents is inconsistent and difficult to track. Use of a protocol management system would alleviate these concerns, but budget remains unavailable for protocol migration.
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3. PPE and Occupational Health (Dr. Kumar):

- Questioned why N95 masks are not required despite protocol stating a 30-minute evacuation is needed for aerosol events.
- Suggested proactive PPE (including N95) rather than reactive procedures.
- Asked if individuals listed in the protocol were employees of MLH or tenants.
 - Clarified by Finley: Individuals are Blumberg Institute tenants, not MLH employees.
- Raised concern about Hepatitis B vaccination responsibility:
 - Protocol mentions Hep B immunity in Section 7.7.
 - Confirmed: Responsibility lies with the Blumberg Institute, not MLH.

4. Patient-Derived Xenografts (PDXs) – Questions for PI:

- Ashton asked PI (Jiao):
 - Are the PDX models tested for Hepatitis B, HIV, or other infectious agents?
 - PI responded that the models are previously established by MD Anderson and assumed to be screened.
 - Committee recommended requesting documentation or spec sheets to confirm.

5. Outstanding Protocol Edits:

Finley summarized necessary updates prior to administrative approval:

- Remove references to radioactive materials.
- Clarify transfection and recombinant DNA use with a table of genes/DNA sequences that will be engineered including a list of vectors/plasmids that will be used in the laboratory.
- List genetically modified mouse models (existing and in development) and their biosafety risks.
- Include sources of cell lines from transgenic animals in a table summary.
- Update PPE to include N95 masks where aerosol risk exists.
- Clarify occupational health responsibilities: replace "Mainline Health" with "Blumberg Occupational Health."
 - The IBC will correct this once corrections have been made and sent
- Request for infectious disease testing documentation for PDXs from MD Anderson.

Action Items:

- Request protocol revision from PI to incorporate above changes.
- Circulate IACUC protocol to committee members for cross-reference.
- Administrative approval will be granted pending implementation of all discussed updates.

Motions:

- Motion to administratively approve the protocol pending all edits.
 - Moved by: Matt Finley
 - Second by: Anthony Ashton

Adjournment:

- Meeting adjourned at ~2:21 PM.

Matt Finley, MBA, Ph.D.
Chair, Institutional Biosafety Committee

Date

Signature:

Email: