



Minutes

**FH & MCW Institutional Biosafety Committee
Institutional Biosafety Committee
5/12/2026
1:00 pm
Zoom**

1 Statements of Confidentiality and Conflicts of Interest

Quorum and Meeting Access: The Chair called the meeting to order at 1:03 pm and noted that the meeting was open to the public. Quorum existed at the start of the meeting with 11 voting members present. A quorum was maintained for the entire meeting.

Confidentiality: The Chair reminded the committee that while redacted meeting minutes will be made public, the information discussed should be considered confidential to protect the identity of individuals and the competitiveness of proprietary or technical information.

Conflict of Interest: The Chair asked the committee if any members needed to declare a conflict of interest with respect to any matter on the agenda. The Chair notified committee members that if they had a conflict of interest, they must leave the room during the final discussion and voting on that IBC submission.

2 Attendees

Committee Members Present

Lewis Bowen (Campus Operations)	Biological Safety Officer
Lezi E (Cell Biology Neurobiology and Anatomy)	R/SNA Technology Expert
Benjamin Gantner (Medicine)	Chair
Kunal Gupta (Neurosurgery)	R/SNA Technology Expert
Anna Huppler (Pediatrics)	R/SNA Technology Expert
Eric Jensen (Research Office)	Animal Containment Expert
Tyce Kearl (Medicine)	HGT Expert
	R/SNA Technology Expert
Nikki Lytle (Surgery)	R/SNA Technology Expert
Angela Mathison (Surgery)	R/SNA Technology Expert
Matthew Surdel (Medicine)	R/SNA Technology Expert
Mindy Waggoner (Non-MCW)	HGT Expert

Committee Members Absent

Kenneth Allen (Research Office)

Alternate Animal Containment
Expert, Non-Voting

Sandy Montes-Gruber (Non-MCW)

Non-Affiliated Member

Qizhen Shi (Pediatrics)

R/SNA Technology Expert

Laura Stephens (Non-MCW)

Non-Affiliated Member

3 Meeting Minutes Reviewed at this Meeting

04/14/2026 (Zoom)

Motion: Minutes Approved**Yes Votes:** 11**No Votes:** 0**Abstained:** 0**Recused:** 0**Total Votes:** 11

4 New Business

1. Determining Cell Product Thaw Locations for IBC Applications

The Chair notified the Institutional Biosafety Committee (IBC) of guidance provided by the Office of Clinical Research and Innovative Care Compliance (OCRICC) to clinical study teams regarding the appropriate cell product thaw locations that should be included in IBC Applications. When an infusion must be started within 30 min or less from thaw completion, the product should be thawed at bedside. When an infusion is allowed to start after 30 minutes from thaw completion, the product should be thawed at bedside or Cell Processing Lab (CPL). When there are multiple thaws/deliveries, the product may be thawed at bedside or Cell Processing Lab (CPL). When an infusion can start after 30 minutes from completion of thaw OR if there are multiple thaws, the recommendation is to list both thaw locations. This approach provides the CPL flexibility to do their work without having to submit future amendments. If study staff do not have sufficient information from the sponsor at the time of submission of an IBC application, they have been instructed to list both locations for possible thaw. The Chair asked if there were any questions or concerns. There being none, he moved to the next agenda item.

2. Administrative Report

The Chair asked the Committee Members to review the Administrative Report and then invited discussion. No concerns were raised.

5 Application Reviews

6 Adjournment

There being no further business, the meeting was adjourned at 1:09 pm. The next regularly scheduled meeting will be held on Tuesday, June 9, 2026 at 1:00 pm in Zoom.