



## Minutes

### CW Institutional Biosafety Committee Institutional Biosafety Committee 6/10/2025 1:00 pm Zoom

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#### 1 Statements of Confidentiality and Conflicts of Interest

**Quorum and Meeting Access:** The Chair called the meeting to order at 1:02 pm and noted that the meeting was open to the public. Quorum existed at the start of the meeting with 8 voting members present. A quorum was maintained for the entire meeting.

**Confidentiality:** The Chair reminded the committee that while the meeting is open to the public, the information discussed during the meeting should be treated as confidential.

**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.

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#### 2 Attendees

##### Committee Members Present

Lewis Bowen III (Finance and Administration)  
Benjamin Gantner (Medicine)  
Kunal Gupta (Neurosurgery)  
Anna Huppler (Pediatrics)  
Eric Jensen (Research Office)  
Tyce Kearl (Medicine)

Nikki Lytle (Surgery)  
Angela Mathison (Surgery)  
Qizhen Shi (Pediatrics)  
Laura Stephens (Non-MCW)  
Matthew Surdel (Medicine)

Biological Safety Officer  
Chair  
R/SNA Technology Expert  
R/SNA Technology Expert  
Animal Containment Expert  
HGT Expert  
R/SNA Technology Expert  
R/SNA Technology Expert  
R/SNA Technology Expert  
R/SNA Technology Expert  
Non-Affiliated Member  
R/SNA Technology Expert

##### Committee Members Absent

Kenneth Allen (Research Office)

Alternate Animal Containment  
Expert, Non-Voting

James Case (Non-MCW)	Non-Affiliated Member
Lezi E (Cell Biology, Neurobiology and Anatomy)	R/SNA Technology Expert
Amy Goza (Children's Wisconsin (no MCW faculty appt))	HGT Expert
Rebecca Roush (Children's Wisconsin (no MCW faculty appt))	Alternate HGT Expert, Non-Voting
Cheryl Singer (Children's Wisconsin (no MCW faculty appt))	Alternate HGT Expert, Non-Voting

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### 3 Meeting Minutes Reviewed at this Meeting

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5/13/2025 (Zoom)

<b>Motion:</b>	Minutes Approved
<b>Yes Votes:</b>	11
<b>No Votes:</b>	0
<b>Abstained:</b>	0
<b>Recused:</b>	0
<b>Total Votes:</b>	11

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### 4 New Business

#### 1. IBC Membership – Non-Affiliated Member replacement

The Chair notified the Institutional Biosafety Committee (IBC) that one of the non-affiliated IBC members will be stepping down from the Committee by the end of summer. The Chair requested that the Committee send any recommendations they may have for potential non-affiliated IBC members to the Research Safety Committees Manager.

#### 2. Scope of reviews for Amendments vs. Renewals/New Applications

(2 Committee member joined the meeting at 1:13 pm. Quorum was maintained with 10 voting members.) The Chair reminded the Committee that when they review amendments, the focus of the review should be on the changed sections. Committee members are not expected to review the entire IBC Application. Renewals, on the other hand, should be reviewed in their entirety, similar to New Applications. After discussion, the Chair encouraged reviewers to bring amendments to the attention of the Committee if there are changes in the amendment that may impact the safety of the application as a whole, but reiterated that is not an expectation of amendment review.

#### 3. IBC Position Statement: *Biosafety Level Classification for Urine*

The Chair reminded the Committee that IBC Standards and Position Statements are reviewed on a periodic basis so that they can be revised as needed in response to programmatic evolution. The current IBC Standard on the biological safety level (BSL) for Urine was revised in the form of a Position Statement to align with the IBC's new approach to Position Statements vs. Standards. The Committee reviewed the IBC Position Statement: *Biosafety Level Classification for Human Bodily Fluids* which was created to replace that Standard. After brief discussion, upon a motion duly made by the Biological Safety Officer (BSO) and seconded, the Committee voted to accept the new IBC Position Statement.

#### 4. Agents to be included on IBC Applications/Training Requirements

(A Committee member joined the meeting at 1:37 pm. Quorum was maintained with 11 voting members.) The Chair posed the question to the Committee on whether non-pathogenic *Escherichia (E.) coli* should be listed on IBC applications as this material poses a minimal safety risk. After discussion, the Committee determined that these strains of *E. coli* should continue to be listed on IBC applications when they are used in a study to give IBC reviewers sufficient information to ensure that strains the Principal Investigator (PI) states are exempt are truly non-pathogenic. The Chair reminded the Committee that only agents requiring IBC Approval should be included in IBC

Applications and should form the basis for training requirements. If a biological material that is not under the IBC's purview (such as recombinant animal tissue) is listed in the application, that material should not be considered when determining the safety training that Study Team members listed on the application are required to have. During the Pre Review, the Biosafety Office should request any such material be removed from the application; if they are unsure, they should post a comment in the IBC SmartForm for Committee consideration.

#### 5. Administrative Report

There was no Administrative Report.

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## 5 Application Reviews

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## 6 Adjournment

There being no further business, the meeting was adjourned at 1:58 pm. The next regularly scheduled meeting will be held on Tuesday, July 8, 2025 at 1:00 pm in Zoom.