

**SAFETY Meeting Minutes**  
IBC Committee  
Zoom

**MEETING TIME RECORDS**

**Meeting start time:** 6/11/2025 3:00 PM

**Meeting end time:** 4:02 PM

**VOTING MEMBER ATTENDANCE**

Name of Regular/Alternate Member	Status (Member or Alternate)	Present by Teleconference?
Karl McKinstry	Member	Yes
Gregory Danyluk	Member	Absent
Melina Kinsey	Member	Yes
Kyle Rohde	Chair – Member	Yes
Stanley Haimes	Member	Absent until 3:40PM
Hubert Salvail	Member	Yes
Judith Hecker	Member	Yes
Lane Coffee	Vice-Chair Member	Yes
Yulia Gerasimova	Member	Yes
Teresa Krisch	Member	Yes

**QUORUM INFORMATION**

**Number of SAFETY members on the roster:** 9

**Number required for quorum:** 5

All members present by teleconference received all pertinent material before the meeting and were able to actively and equally participate in all discussions.

**ATTENDANCE STATUS AND VOTING KEY**

ABSTAIN:	Present for the vote, but not voting “For” or “Against.”
ABSENT:	Absent for discussion and voting for reasons other than a conflicting interest.
RECUSED:	Absent from the meeting during discussion and voting because of a conflicting interest.
SUBSTITUTION:	When regular members and their alternate(s) are listed in the ATTENDANCE table above and an alternate member substitutes for the regular member this identifies the name of the alternate to indicate which individual is serving as the voting member for this vote. May be deleted if there are no substitutions.

**GUEST NAMES**

Sophia Vermeulen, Biosafety Specialist

**Previous Meeting minutes approved:** Yes, Approved May 2025 minutes

Motion: Lane Coffee

Second: Judy Hecker

**Votes:**

**For:** 8

**Against:** 0

**Recused:** 0

**Absent:** 2

**Abstained:** 0

## REVIEW OF SUBMISSIONS

### De Novo Review

#### 1. Review of SPROTO202500000007

Title:	Memory against respiratory viruses - Strutt
Investigator:	<a href="#">Tara Strutt</a>
Submission ID	SPROTO202500000007
Funding:	<ul style="list-style-type: none"> <li>• Name: University of Central Florida Research Foundation, Inc., Grant Office ID: 2007-0729, Funding Source ID:</li> <li>• Name: National Institutes of Health (NIH), Grant Office ID: , Funding Source ID: R01 AI165506</li> </ul>
Documents Reviewed:	<ul style="list-style-type: none"> <li>• 19-09</li> <li>• Diphtheria Toxin SOP</li> <li>• 2025 Safety External Team members Form (1).docx</li> <li>• MigrationPlaceholder</li> <li>• MigrationPlaceholder</li> </ul>
Agents:	<ul style="list-style-type: none"> <li>• Influenza virus type A (Orthomyxoviruses)</li> <li>• Paramyxoviruses</li> <li>• Respiratory syncytial virus (Paramyxoviruses)</li> <li>• Immune Tissue</li> <li>• Reproductive Tissue</li> <li>• Respiratory Tissue</li> <li>• Skeletal Tissue</li> <li>• Human Derived Blood and Blood Types</li> <li>• MCF-7</li> <li>• diphtheria toxin</li> </ul>
Agent Containment:	Biological Containment Levels: <ul style="list-style-type: none"> <li>• MCF-7: BSL-2</li> <li>• diphtheria toxin: BSL-2</li> <li>• Paramyxoviruses: BSL-2</li> </ul>

	<ul style="list-style-type: none"> <li>• Influenza virus type A (Orthomyxoviruses): BSL-2</li> <li>• Respiratory syncytial virus (Paramyxoviruses): BSL-2</li> <li>• Immune Tissue: BSL-2</li> <li>• Immune Tissue: BSL-2</li> <li>• Respiratory Tissue: BSL-2</li> <li>• Reproductive Tissue: BSL-2</li> <li>• Human Derived Blood and Blood Types: BSL-2</li> <li>• Skeletal Tissue: BSL-2</li> <li>• Respiratory Tissue: BSL-2</li> </ul>
Applicable NIH Guidelines:	<ul style="list-style-type: none"> <li>• Section III-D-4</li> <li>• Section III-D-1</li> <li>• Section III-D-3</li> <li>• Section III-E-1</li> </ul>

a. **Determination:** Modifications Required

**Motion:** Melina Kinsey

**Second:** Teresa Krisch

b. **Required modifications:**

1. Protocol Team Members - Siva Annamalai and Lauren Kimball are not marked as being involved with procedures.

c. **Votes:**

**For:** 7

**Against:** 0

**Recused:** 1 Karl McKinstry

**Absent:** 2

**Abstained:** 0

## Amendment/CR

### 2. Review of SAMENDCR202500000011

Title:	Amendment/CR for SPROTO202300000019 - Zhang
Investigator:	<a href="#">Wencai Zhang</a>
Submission ID	SAMENDCR202500000011
Funding:	None
Documents Reviewed:	<ul style="list-style-type: none"> <li>• 19-31_Zhang_041420.pdf</li> <li>• MigrationPlaceholder</li> <li>• MigrationPlaceholder</li> </ul>
Applicable NIH Guidelines:	None

a. **Determination:** Modifications Required

**Motion:** Judy Hecker

**Second:** Karl McKinstry

**b. Required modifications:**

1. Safety changes – needs to indicate ‘yes’ for personnel as the staff has changed
2. Primary Cells or Cell Lines –
  - a. for those cell lines in which the Source is designated at “cells acquired from collaborators,” please specify the collaborator from where cell lines are being sourced
  - b. for the cell lines which will be used in animals, please change the usage location room number to 0153 instead of 0152.
3. Animals – Question 1B- Location for animals being exposed to hazard – Change to room 0153 instead of 0152

**c. Votes:**

**For:** 8  
**Against:** 0  
**Recused:** 0  
**Absent:** 2  
**Abstained:** 0

**Amendment****3. Review of SAMEND202500000009**

Title:	Amendment for SPROTO202200000036 - Khaled
Investigator:	<a href="#">Annette Khaled</a>
Submission ID	SAMEND202500000009
Funding:	None
Documents Reviewed:	<ul style="list-style-type: none"> <li>• MigrationPlaceholder</li> <li>• MigrationPlaceholder</li> <li>• Lentiviral particles MSDS</li> <li>• 20-06_Khaled_200215.pdf</li> <li>• Salmonella</li> </ul>
Applicable NIH Guidelines:	None

**a. Determination:** Approved**Moved:** Teresa Krisch**Second:** Lane Coffee**b. Comments:**

Amendment was approved by the full Committee.

c. **Votes:**

**For:** 8  
**Against:** 0  
**Recused:** 0  
**Absent:** 2  
**Abstained:** 0

**Initial Protocol****4. Review of SPROTO202500000006**

Title:	Human in vitro model - Guo
Investigator:	<a href="#">Xiufang Guo</a>
Submission ID	SPROTO202500000006
Funding:	<ul style="list-style-type: none"> <li>• Name: National Institutes of Health (NIH), Grant Office ID: , Funding Source ID:</li> <li>• Name: Hesperos, Inc, Grant Office ID: , Funding Source ID:</li> <li>• Name: UCF/Office of Research/Florida High Tech Corridor Council (FHTCC), Grant Office ID: , Funding Source ID:</li> <li>• Name: Winning the Fight, Grant Office ID: , Funding Source ID:</li> </ul>
Documents Reviewed:	None
Agents:	<ul style="list-style-type: none"> <li>• Cerebrospinal Fluid</li> <li>• Human Derived Blood and Blood Types</li> <li>• THP-1</li> </ul>
Agent Containment:	Biological Containment Levels: <ul style="list-style-type: none"> <li>• Human Derived Blood and Blood Types: BSL-2</li> <li>• Cerebrospinal Fluid: BSL-2</li> <li>• THP-1: BSL-1</li> </ul>
Applicable NIH Guidelines:	None

a. **Determination:** Modifications Required

**Motion:** Judy Hecker

**Second:** Karl McKinstry

b. **Required modifications:**

1. Primary Cells or Cell Lines – The Cell lines listed in question 2 have been added to the drop- down list in Question 1. Please enter the cell lines and their source information, (as stated in Question 2) in Question 1. Then remove the information from Question 2 and leave blank.
2. Exposure Assessment and Protective Equipment – Please answer question 1 as it relates to the cell lines. Are the cell lines pathogen-free?

If not, describe the consequences of exposure or release of cell lines to humans, animals or plants.

c. **Votes:**

**For:** 9  
**Against:** 0  
**Recused:** 0  
**Absent:** 1  
**Abstained:** 0

## Amendment

### 5. Review of SAMEND202500000010

Title:	Amendment for SPROTO202400000019 - Parks
Investigator:	<a href="#">Griffith Parks</a>
Submission ID	SAMEND202500000010
Funding:	None
Documents Reviewed:	<ul style="list-style-type: none"> <li>• Prior BSL3 application 2021</li> <li>• 21-17_Parks BSL3_08.17.21.pdf</li> <li>• Parks BSOP</li> <li>• GParks SARS-CoV-2 Standard-Operating-Procedure.docx</li> </ul>
Applicable NIH Guidelines:	None

a. **Determination:** Approved

**Motion:** Stan Haimes

**Second:** Lane Coffee

b. **Comments:**

Approved by full Committee on June 11, 2025.

c. **Votes:**

**For:** 9  
**Against:** 0  
**Recused:** 0  
**Absent:** 1  
**Abstained:** 0

## REVIEW OF OTHER AGENDA ITEMS

### 1. Incident Report – Melina Kinsey, BSO

Melina reported the BSL-3 experienced a deep negative situation due to the supply damper unexpectedly closing. Facilities was notified and repaired a loose wire in the damper. The issue was fixed and there were no more incidents reported. At the time of the incident there was no

work with agents happening in the laboratory. It occurred when the BSO was escorting the plumber for safety shower and eyewash station inspections.

2. Melina Kinsey, BSO presented an IBC SOP for review and approval by the Committee. The changes allowed for a sub-committee review and approval of certain protocols and amendments when the protocol involves:

- a. Exempt research under the *NIH Guidelines*
- b. Research involving the use of RG1 agents
- c. Research involving the use of non-pathogenic materials in animals
- d. Amendments to approved protocols that do not affect the RG of agents or the Biosafety Level of containment for use of RG1-2 agents.

**Moved:** Stan Haimes

**Second:** Karl McKinstry

**Votes:**

<b>For:</b>	9
<b>Against:</b>	0
<b>Recused:</b>	0
<b>Absent:</b>	1
<b>Abstained:</b>	0

3. The Committee asked Melina Kinsey, BSO, to send an email to all IBC PI's about the new NIH requirement that IBC Meeting minutes are required to be publicly posted on the EHS IBC website.