



OMRF Institutional Biosafety Committee (IBC)

October 6, 2025 Meeting Minutes

Location: OMRF Campus

Start time: 3:03 pm End time: 3:50 pm

Members Present: Jose Alberola-Ila (*IBC Chair*)
Chris Sansam (*Vice Chair*)
Susan Kovats (*Scientific Member*)
Wan Hee Yoon (*Scientific Member*)
Ray Rezaie (*Scientific Member*)
Jacquelyn Gorman (*Scientific Member*)
Iker Etchegaray (*Scientific Member*)
Cristina Arriens (*Scientific Member*)
Jennie Criley (*Attending Veterinarian*)
Trent Brown (*Biosafety Officer*)
Shayna Medley (*Community Member*)

Members Absent: Brent Richards (*Community Member*)

Non-Voting Attendants: Rebecca West (*Compliance Coordinator*)
Adam Cohen (*Institutional Official*)

- I. **Call to Order:** The IBC Chair called the meeting to order at 3:03 pm. The IBC has 12 voting members, and 7 members are required to conduct business. A quorum was present.
- II. **Conflicts of Interest:** The committee is reminded that no member of an IBC may be involved (except to provide information requested by the IBC) in the review or approval of a project in which he/she has been or expects to be engaged or has a direct financial interest. Committee members with a conflict of interest will be noted for each protocol review.
- III. **Approval of Minutes:**
May 1, 2025
 - The IBC Chair sought a motion to approve the minutes of the May 1, 2025, meeting.
 - A member made a motion to approve minutes. Another member seconded the motion.
 - The committee voted unanimously to approve the May 1, 2025, meeting minutes.
- IV. **Old Business:**
 - a. **Cleuren 25-08**
 - At the May 1, 2025 meeting, Dr. Cleuren's 25-08 protocol required modifications prior to approval. This protocol was approved May 20, 2025.
- V. **New Business:**
 - a. **Welcoming new members**
 - The IBC welcomed three new members: Jacquelyn Gorman (*Scientific Member*), Iker Etchegaray (*Scientific Member*), and Cristina Arriens (*Scientific Member*).
 - b. **IBC Policies document**

- An updated version of the Institutional Biosafety Committee Policies document was reviewed and the committee was asked to submit any comments or suggestions to the Compliance Coordinator before the next meeting.

c. Protocol expiration dates

- The committee discussed the idea of adding 5-year expiration dates to all IBC protocols. The committee decided that the IBC protocol forms need to be updated before implementing expiration dates and that this will be discussed further at the next meeting.

d. New IBC protocol form

- The committee discussed combining the current IBC protocol forms into one single form. The committee decided that it would be best to create a cover sheet to capture certain administrative information and also edit the current forms to reflect this and other needed updates. The Biosafety Officer and the Compliance Coordinator will work on this and present documents for committee review by the next meeting and before implementing expiration dates.

VI. Protocols and Amendments for Full Committee Review:

- a. None

VII. List of Protocols reviewed by DMR (not discussed in the meeting)

- a. A list of protocols that were reviewed by DMR was displayed in the meeting.

VIII. Additional Topics

IX. Adjournment: The IBC chair moved to adjourn the meeting at 3:50 pm.