

Southern Research Institute Frederick
Institutional Biosafety Committee
Meeting Minutes
26 November 2003

1. **Call to Order**

Chairman, [REDACTED] called the meeting to order at 205 PM.

2. **Attendance**

Four of the five committee members were in attendance:

[REDACTED] Chairman

[REDACTED] member

[REDACTED] Animal Containment Principles Expert

[REDACTED] Outside community member

[REDACTED] (Biological Safety Officer), [REDACTED] (member) and [REDACTED] (administrator) no longer are employees of Southern Research. [REDACTED] (lab member) had a previous engagement.

3. **Review of Activities**

In 2003 we reviewed five proposals.

4. **Biological Safety Officer**

Since [REDACTED] has left our IBC currently does not have a BSO, which is required on this committee. [REDACTED] has stated that she wishes to fuse the Frederick and Alabama IBCs into a single committee in the near future. As such, we will wait for her recommendation as to whether she will fuse the IBCs, serve as our BSO, or whether we can appoint a BSO ourselves. We will require action on this item by the spring since our annual report to the NIH is due at that time. Without a BSO on the committee we are noncompliant with regards to our membership.

5. **Outside Member**

We still need a second outside committee member in order for our IBC to be compliant with regards to our membership. Dr. [REDACTED] suggested that we might

be able to acquire one at Hood College. We will wait until [REDACTED] decides the fate of our committee before we pursue this further.

6. Protocols Under Review

There are no proposals currently under review.

7. Other Business

Outside member [REDACTED] will receive \$50 for the previous protocol reviewed and \$150 for attending today's meeting. A check will be prepared this month. We all thank [REDACTED] for his help.

8. Adjournment

New protocols to review and the next IBC meeting schedule will be arranged via e-mail.