



Institutional Biosafety Committee

Wednesday June 11th, 2025

Minutes of Quarterly Meeting

Attendees:

- Tom Shenk, PhD Chair
- Yanming Du, PhD (Independent Board Member)
- Alison Beare
- Robert Besthof
- Tammy Spruill (Independent Board Member)
- Tarin Morris (Scribe, non-voting)

Agenda:

1. Update of ongoing lab activities (Junin)
2. SOP update (Tarin recently confirmed that all new personnel in the lab is also fully trained)

1. Update of ongoing lab activities:

- All Junin work is proceeding according to plan.
- No issues have arisen.
- All team members have been trained on the current Junin assays, further assay optimization is envisaged, and colleagues will be trained accordingly.
- If necessary, SOPs may be updated if the Junin assays are further optimized.
- Alison to verify the CDC safety training certificates have also been saved to our internal safety folder.

2. SOPs:

- All lab personnel is up to date on SOPs
- Tarin maintains an excel database of status with early auto-alerts when the time for re-training is due.
- Tarin to explore providing Dropbox access to the external IBC members (Tammy, Yanming). We will check with IT. Alternatively, regular printouts or joint review sessions can be scheduled.

Alison Out of Office (upcoming maternity leave):

- While Alison is out, Tammy will oversee training, safety, and other IBC-related responsibilities.



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- If necessary, Breanna will update the IBC with any information while Alison is out of office.

Meeting Adjourned:

- Chair concluded the meeting