



Institutional Biosafety Committee

Wednesday Sept.10th, 2025

Minutes of Quarterly Meeting

Meeting held via e-updates

Attendees:

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

Agenda:

1. Update of ongoing lab activities (Junin)
2. Recent internal audit done by Tammy
3. Other business order

1. Update of ongoing lab activities:

- Alison has returned from maternity leave; she has assumed the responsibilities that had been delegated. The IBC thanks Breanna Tercero, PhD for covering during Alison's absence
- All Junin work is proceeding according to plan, no new SOPs have been required at this time.
- If necessary, SOPs may be updated if the Junin assays are further optimized.

2. Recent internal audit done by Tammy

- Tammy recently did an audit of our lab. Findings are minor (none are critical) and have been shared and will be shared with the IBC members through a separate note. Alison will work with Tammy to address these minor findings and provide an e-update to the IBC during the quarter.

3. Other business

- As per last minutes, CDC training certificates of lab personnel saved to our internal safety folder
- Tarin will enable access to the Dropbox for the independent members, or if their firewall does not allow, will share the documents.
- Tarin will continue to track SOP's / training updates and inform IBC accordingly.

Meeting Adjourned.