

**Benaroya Research Institute
IBC MEETING MINUTES
Thursday JULY 24, 2025
11:00 AM - 01:00 PM
4 North Conference Room / Zoom**

Commonly Used Abbreviations

IBC: Institutional Biosafety Committee
BSO: Biological Safety Officer
BSL: Biosafety Level
PI: Principal Investigator
IACUC: Institutional Animal Care and Use Committee
NIH: National Institutes of Health
RPD: Research Protections Department
BRI: Benaroya Research Institute
BSC: Biosafety Cabinet
SOP: Standard Operating Procedure

VOTING MEMBERS PRESENT:	Adam Lacy-Hulbert, PhD (<i>IBC Chair, Animal Containment Expert</i>) Vivian Gersuk, PhD (<i>IBC Vice Chair</i>) Estelle Bettelli, PhD (<i>Animal Containment Expert</i>) Bernard Khor, MD, PhD (<i>Affiliated Physician</i>) Ken Gordon (<i>Community Member</i>) Angela Webb, RN (<i>Affiliated Member</i>) Alison Cushman (<i>Community Member</i>) Andrew Burich, DVM (<i>Animal Containment Expert</i>) Nadell Knee, MSN (<i>Affiliated Member</i>)
ALTERNATE VOTING MEMBER(S) PRESENT:	None
VOTING MEMBERS ABSENT:	Uma Malhotra, MD (<i>Affiliated Physician</i>) Alice Wiedeman, PhD (<i>Affiliated Member</i>) John Ray, PhD (<i>Affiliated Member</i>)
ADMINISTRATIVE SUPPORT:	Tessa Woods
OTHERS PRESENT:	Cheryl Weaver, BA, CCRC, CCRA Sarah Valenti, JD, CIP Annthea Vining Adam Wojno, PhD

*As of this meeting, the BRI IBC board has 12 active voting members.
To achieve quorum, at least 7 members are required to be present for voting (including experts as necessary).*

1. Call to Order by the IBC Chair

For the purposes of voting, Members will be instructed that after each proposal in favor of passing to verbally confirm if in favor, by stating “aye.” Any member abstaining or voting against the proposal should identify themselves so the vote count can be accurate. The Chair will not check votes member by member, and if no abstentions or votes against a proposal are taken, the proposal will be assumed to have passed unanimously.

The IBC administrator will take roll by recording the names of all attendees.

2. Confidentiality of Panel Proceedings

The members of the Benaroya IBC and the persons employed by the IBC will be asked to maintain the confidentiality of the committee's proceedings unless such information is already made available to the public. The Parties shall maintain the confidentiality of the IBC's hearings, deliberations and initial report, and all written submissions to, and communications with, the IBC.

3. Conflict of Interest Notice

The Chair will remind committee members of Virginia Mason Health Systems policies regarding conflict of interest and ask that any member who might have a conflict of interest make it known and abstain from the vote.

4. Review of Draft Minutes from the Previous Meeting

Review of prior draft minutes has been postponed.

5. Safety Update

N/A

6. Notification of Administrative Action (05/14/25 – 07/11/25)

A. Protocol ID: IBC24-022, Amendment

PI	Title	BSL	NIH Guidelines
Zhang, JJ	A Phase 3, Randomized Study of Adjuvant Cretostimogene Grenadenorepvec versus Observation for the Treatment of Intermediate Risk Non-Muscle Invasive Bladder Cancer (IR-NMIBC) Following Transurethral Resection of Bladder Tumor (TURBT)	1, 2	III-C, III-D
Additional Safety Practices:	n/a		
Summary:	Updates were made per the sponsor’s protocol amendment and to personnel. Biosafety training is up to date. Treatment cards and information sheets are available to staff.		
Approved on: 06/10/2025			

B. Protocol ID: IBC24-015, Continuing Review

PI	Title	BSL	NIH Guidelines
Long, Alice	Long Lab	2	III-E
Additional Safety Practices:	n/a		
Summary:	Updates were made to personnel. Biosafety training is up to date. Treatment cards and information sheets are available to staff.		
Approved on: 06/12/2025			

C. Protocol ID: IBC23-045, Continuing Review

PI	Title	BSL	NIH Guidelines
Lacy-Hulbert, Adam	Innate Immunity and Host Defense	1, 2	III-D, III-E
Additional Safety Practices:	Vectors expressing known oncogenes will be handled with additional safety measures.		
Summary:	No changes were made. Biosafety training is up to date. Treatment cards and information sheets are available to staff.		
Approved on: 07/02/2025			

D. Protocol ID: IBC22-040, Amendment

PI	Title	BSL	NIH Guidelines
Harrison, Oliver	Regulation of adaptive immunity to commensal microbes	1,2	III-D, III-E, III-F
Additional Safety Practices:	n/a		
Summary:	Updates were made to personnel. Biosafety training is up to date. Treatment cards and information sheets are available to staff.		
Approved on: 07/08/2025			

7. New Business

A. Protocol ID: IBC23-045, Amendment

PI	Title	BSL	NIH Guidelines
Lacy-Hulbert, Adam	Innate Immunity and Host Defense	1, 2	III-D, III-E
Additional Safety Practices:	Vectors expressing known oncogenes will be handled with additional safety measures.		
Recused:	Lacy-Hulbert, Adam		
Discussion:	<p><i>Vivian Gersuk took over as Vice Chair due to Chair Adam Lacy-Hulbert's conflict of interest.</i></p> <p>The primary reviewers provided the IBC with an overview of the protocol, its design, and its aims. The Application included additional biohazards and their proposed containment levels.</p> <ul style="list-style-type: none"> The Committee reviewed the application, conducted a risk assessment, and determined the biocontainment levels for the research proposed met all applicable NIH Guidelines. The Committee confirmed the facilities, procedures, practices, training and expertise of personnel are adequate for safe work with all biohazards listed. <ul style="list-style-type: none"> Biosafety training is up to date for all staff. Treatment cards and information sheets are available to staff. 		
Decision:	<p>The IBC discussed the criteria for approval and required the following modifications:</p> <ol style="list-style-type: none"> Minor revisions to the application as outlined in eProtocol comments and per discussion. 		

Angela Webb left the meeting.

Adam Lacy-Hulbert left the meeting.

IBC Decision and Vote				
A motion was made to approve the protocol after the modifications mentioned in the meeting and in eProtocol are met. The motion was seconded.				
For: 7	Against: 0	Abstained: 0	Absent: 4	Recused: 1

Adam Lacy-Hulbert reentered the meeting and resumed position as Chair.

B. Protocol ID: IBC24-026, Continuing Review

PI	Title	BSL	NIH Guidelines
Cerosaletti, Karen	Immune cells, genetic risk variants, and T cell receptors in autoimmunity, allergy, and viral illness	1, 2	III-D, III-E, III-F
Additional Safety Practices:	n/a		
Recused:	n/a		
Discussion:	<p>The primary reviewers provided the IBC with an overview of the protocol, its design, and its aims. The Application included additional biohazards and their proposed containment levels.</p> <ul style="list-style-type: none"> The Committee reviewed the application, conducted a risk assessment, and determined the biocontainment levels for the research proposed met all applicable NIH Guidelines. The Committee confirmed the facilities, procedures, practices, training and expertise of personnel are adequate for safe work with all biohazards listed. <ul style="list-style-type: none"> Biosafety training is up to date for all staff. Treatment cards and information sheets are available to staff. 		
Decision:	<p>The IBC discussed the criteria for approval and required the following modifications:</p> <ol style="list-style-type: none"> Minor revisions to the application as outlined in eProtocol comments and per discussion. 		

IBC Decision and Vote				
A motion was made to approve the protocol after the modifications mentioned in the meeting and in eProtocol are met. The motion was seconded.				
For: 8	Against: 0	Abstained: 0	Absent: 4	Recused: 0

8. Discussion Items

A. SOP 004.04

Title	Voting Requirement
IBC Training Requirements	Vote Required
Materials Referenced:	1. Word draft provided
Summary:	Three-year update of SOP 004.04.
Discussion:	The board discussed and approved the proposed revisions.

IBC Decision and Vote				
A motion was made to approve the protocol after the modifications mentioned in the meeting are met. The motion was seconded.				
For: 8	Against: 0	Abstained: 0	Absent: 4	Recused: 0

B. Notice of eProtocol System Change

BRI will be switching from eProtocol to a new system. Additional updates are to follow.

9. Adjournment

Next meeting SEPTEMBER 25, 2025, 11:00am, 4 North Conference Room / Zoom

Adam Lacy-Hulbert

box SIGN 31RJ7L1W-46RWJ5JW
Adam Lacy-Hulbert, PhD
IBC Chair

Oct 10, 2025
Date

Prepared by:

Tessa Woods

box SIGN 21XY6L4Y-46RWJ5JW
Tessa Woods
Regulatory Specialist II

Oct 10, 2025
Date

ecc: Jane Buckner, MD, BRI President
Margaret McCormick, PhD, BRI Institutional Official
Cheryl Weaver, BA, CCRC, CCRA, Director of Research Integrity & Safety
Adam Lacy-Hulbert, PhD, IBC Chair
Vivian Gersuk, PhD, IBC Vice Chair
IBC Office File