

**Benaroya Research Institute
IBC MEETING MINUTES
Thursday September 25, 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 (*IBC Chair, Animal Containment Expert*)
Vivian Gersuk, PhD (*IBC Vice Chair*)
Bernard Khor, MD, PhD (*Affiliated Physician*)
Alison Cushman (*Community Member*)
Andrew Burich, DVM (*Animal Containment Expert*)
Alice Wiedeman, PhD (*Affiliated Member*)
John Ray, PhD (*Affiliated Member*)

**ALTERNATE VOTING MEMBER(S)
PRESENT:**

None

VOTING MEMBERS ABSENT:

Uma Malhotra, MD (*Affiliated Physician*)
Ken Gordon (*Community Member*)
Estelle Bettelli, PhD (*Animal Containment Expert*)
Nadell Knee, MSN (*Affiliated Member*)
Angela Webb, RN (*Affiliated Member*)

ADMINISTRATIVE SUPPORT:

Tessa Woods

OTHERS PRESENT:

Cheryl Weaver, BA, CCRC, CCRA
Sarah Valenti, JD, CIP
Annthea Vining
Vijaya Valiveti

*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 were 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 identified himself or herself so the vote count is be accurate. The Chair did not check votes member by member, and in the event no abstentions or votes against a proposal were taken, the proposal was assumed to have passed unanimously.

The IBC administrator took 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 were 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 reminded committee members of Virginia Mason Health Systems policies regarding conflict of interest and asked 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**A. May 22, 2025 IBC Meeting Minutes**

IBC Decision and Vote				
A motion was made to approve the minutes after the modifications mentioned in the meeting are met. The motion was seconded.				
For: 5	Against: 0	Abstained: 2	Absent: 5	Recused: 0

B. July 24, 2025 IBC Meeting Minutes

IBC Decision and Vote				
A motion was made to approve the minutes after the modifications mentioned in the meeting are met. The motion was seconded.				
For: 6	Against: 0	Abstained: 1	Absent: 5	Recused: 0

5. Safety Update

A. Discussion of Lab Safety Inspection

Description:	Updates to the lab safety inspection process, including updates to referenced materials.
Materials Referenced:	<ol style="list-style-type: none"> 1. Lab Inspection Guide 2. BRI Biosafety Inspection Checklist 3. Safety Inspection Visit Process
Discussion:	The Safety Representative presented the provided reference materials and provided an update on revisions to the lab safety inspection process. Updated materials will be made available to BRI employees in an accessible location.

6. Notification of Administrative Action (07/12/25 – 09/12/25)

A. Protocol ID: IBC24-013, Continuing Review

PI	Title	BSL	NIH Guidelines
Campbell, Daniel	Cell and Tissue Analysis Core Facility	1, 2	III-D, III-E
Additional Safety Practices:	Individual labs must provide specific risk assessments pertaining to their protocols. Any risk assessments above BSL1 must be communicated and agreed with the facility staff.		
Summary:	Minor revisions were made to update equipment lists. Updates were made to personnel. Biosafety training is up to date. Treatment cards and information sheets are available to staff.		
Approved on: 08/11/25			

B. Protocol ID: IBC23-007, Amendment

PI	Title	BSL	NIH Guidelines
Lin, Bruce	A multi-site, open-label, Phase II, randomized, controlled trial to compare the efficacy of RO7198457 versus watchful waiting in resected, Stage II (high risk) and Stage III colorectal cancer patients who are ctDNA positive following resection	2	III-C, III-D, III-E
Additional Safety Practices:	n/a		

Summary:	Updated sponsor IB submitted. Updates were made to personnel. Biosafety training is up to date. Treatment cards and information sheets are available to staff.
Approved on: 08/11/25	

C. Protocol ID: IBC24-007, Amendment

PI	Title	BSL	NIH Guidelines
Lord, James	James Lord Research	1, 2	n/a
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: 09/04/25			

7. New Business

A. Protocol ID: IBC25-028, Three-Year Renewal

PI	Title	BSL	NIH Guidelines
Buckner, Jane	Generation of engineered T cells to study Tregs and Tregs	1, 2	III-D, III-E
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 no revisions.</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, but some are approaching expiration as of this meeting. Study staff have been notified. Treatment cards and information sheets are available to staff. 		

Decision:	<p>The IBC discussed the criteria for approval and required the following modifications:</p> <p>1) Minor revisions to the application as outlined in eProtocol comments and per discussion.</p>
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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: 5	Recused: 0

8. Discussion Items

A. 2026 Calendar Available for Review in Box

9. Adjournment

Next meeting NOVEMBER 20, 2025, 11:00am, 4 North Conference Room / Zoom



Nov 24, 2025

box SIGN 31RJ7L1W-172KRV7V

Adam Lacy-Hulbert, PhD

IBC Chair

Date

Prepared by:



Nov 24, 2025

box SIGN 21XY6L4Y-172KRV7V

Tessa Woods

Regulatory Specialist II

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
IBC Office File