

**Benaroya Research Institute
IBC MEETING MINUTES
Thursday November 20, 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*)
Estelle Bettelli, PhD (*Animal Containment Expert*)
Alison Cushman (*Community Member*)
Andrew Burich, DVM (*Animal Containment Expert*)
Nadell Knee, MSN (*Affiliated Member*)
Alice Wiedeman, PhD (*Affiliated Member*)
Angela Webb, RN (*Affiliated Member*)

ALTERNATE VOTING MEMBER(S) PRESENT: None

VOTING MEMBERS ABSENT: Uma Malhotra, MD (*Affiliated Physician*)
John Ray, PhD (*Affiliated Member*)
Bernard Khor, MD, PhD (*Affiliated Physician*)
Ken Gordon (*Community 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 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. September 25, 2025 IBC Meeting Minutes**

IBC Decision and Vote				
A motion was made to approve the minutes as submitted. The motion was seconded.				
For: 6	Against: 0	Abstained: 1	Absent: 5	Recused: 0

5. Safety Update

N/A

6. Notification of Administrative Action (09/13/25 – 11/07/25)

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.		
Summary:	Updates were made to personnel. Biosafety training is up to date. Treatment cards and information sheets are available to staff.		
Approved on: 07/02/2025			

B. Protocol ID: IBC24-029, Continuing Review

PI	Title	BSL	NIH Guidelines
Burich, Andrew	Animal Resources Core	1, 2	III-D, III-E
Additional Safety Practices:	Potential exposures in the event of a spill of contaminated bedding (inhalation, mucus membrane) are minimized by using a dedicated ABSL-2 room with pressure negative to the hallway, cage rack pressure negative with the room, and HEPA-filtered exhaust air from the cages. Disposable lab jackets and double gloving. Shoe bottoms are sprayed with disinfectant (higher concentration of chlorine dioxide used in this room). Biohazards are double bagged accordingly.		
Summary:	No revisions were made. Biosafety training not required for this submission, as biosafety training is checked per protocol. Treatment cards and information sheets available to staff per individual protocol.		
Approved on: 10/03/25			

C. Protocol ID: IBC23-001, Amendment

PI	Title	BSL	NIH Guidelines
Ziegler, Steven	Regulation of Immunity and Inflammation	1, 2	III-D, 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: 10/03/25			

D. Protocol ID: IBC24-062, Continuing Review

PI	Title	BSL	NIH Guidelines
Zhang, JJ	A phase 2, randomised, multi-centre, open label trial to evaluate the safety and efficacy of intravesical nadofaragene firadenovec alone or in combination with chemotherapy (gemcitabine and docetaxel).	1	III-D
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: 10/30/25			

7. New Business

A. Protocol ID: Protocol ID: IBC25-031, Three-year Renewal

PI	Title	BSL	NIH Guidelines
Harrison, Oliver	Regulation of adaptive immunity	1, 2	III-D, III-E, III-F
Additional Safety Practices:	n/a		
Recused: n/a			
Summary:	This submission is a Three-year Renewal of Oliver Harrison's protocol. The goal of this protocol is to understand how the body's resident microbes influence the development and function of the immune system. Updates were made to personnel.		
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, but require formatting updates. 		

Decision:	<p>The IBC discussed the criteria for approval and required the following modifications:</p> <ul style="list-style-type: none"> • Minor revisions to the application as outlined in eProtocol comments and per discussion.
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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

B. Protocol ID: IBC25-029, Three-year Renewal

PI	Title	BSL	NIH Guidelines
Khor, Bernard	Novel pathways of Treg differentiation and function	1, 2	III-D, III-E, III-F
Additional Safety Practices:	n/a		
Recused: n/a			
Summary:	<p>This submission is a Three-year Renewal of Bernard Khor's protocol. The goal of this protocol is to identify novel disease-related pathways that affect regulatory T cell differentiation and function. Changes were made to personnel</p> <p>Biosafety training updates required. Treatment cards and information sheets are available to staff.</p>		
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> <ul style="list-style-type: none"> ○ Minor revisions to the application as outlined in eProtocol comments and per discussion. 		

Angela Webb joined 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: 8	Against: 0	Abstained: 0	Absent: 4	Recused: 0

C. Protocol ID: IBC25-032, Three-year Renewal

PI	Title	BSL	NIH Guidelines
Hamerman, Jessica	Regulation of the inflammatory response	1, 2	III-D, III-E
Additional Safety Practices:	Blood, plasma and PBMC and endotracheal aspirates from COVID-19 patients will be used under BSL-2 enhanced procedures. Disposable sleeves will be used with endotracheal aspirates. Mice infected with a pathogen (except rodent-specific Plasmodium) will be treated with BSL-2.		
Recused: n/a			
Summary:	<p>This submission is a Three-year Renewal of Jessica Hamerman's protocol. The goal of this protocol is to understand how inflammation is regulated during infection and autoimmunity. Changes were made to personnel.</p> <p>Biosafety training updates required. Treatment cards and information sheets are available to staff.</p>		
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> <ul 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. Revisions to IBC SOP-006.03

Title	Voting Requirement
Handling of Rodents Implanted with Human Tissues or Cells	Vote required
Materials Referenced:	1. Draft "IBC SOP 006.03 tracked" Word version provided in BOX
Summary:	Updating SOP 006.02 to SOP 006.03. Template updated, and Safety Officer revised to Environmental Health and Safety.

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

B. Update to IBC Safety Inspection Checklist

Title	Voting Requirement
IBC – Annual Laboratory Inspection Checklist.	Vote required
Materials Referenced:	1. "IBC Safety Inspection Checklist" Word version provided in BOX.
Summary:	Updated Safety Inspection Checklist

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

C. Retiring IBC SOP 005.02

Title		Voting Requirement
Biosafety Inspections		Vote required
Materials Referenced:	1. "Biosafety Inspections IBC SOP 005.02" PDF version available in BOX.	
Summary:	IBC SOP 005.02 contains redundant information documented elsewhere. Retiring this SOP requires a formal vote by the IBC.	

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

D. Referencing EHS POL 001.2

Title		Voting Requirement
Environmental Health and Safety Management		No vote required
Materials Referenced:	1. "EHS POL 001 Environmental Health and Safety Management (11-NOV-2025)" Tracked Word version available in BOX.	
Summary:	EHS POL 001 outlines the approach to managing health and safety risks at the Benaroya Research Institute at Virginia Mason. Revisions were made to remove reference to safety office and to add information about periodic safety inspections and annually to include the IBC review.	

Discussion:

The board discussed additional revisions to clarify intention behind annual reviews and update training and education requirements.

9. Adjournment

Next meeting January 29, 2026, 11:00am, 4 North Conference Room / Zoom

Mar 10, 2026**box** SIGN 31RJ7L1W-133332QQ

Adam Lacy-Hulbert, PhD
IBC Chair

Date

Prepared by:

Mar 10, 2026**box** SIGN 21XY6L4Y-133332QQ

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