



## Institutional Biosafety Committee Meeting Minutes

<b>Institution</b>	Montclair State University, Montclair, NJ
<b>Meeting Date</b>	July 10, 2025
<b>Meeting Time</b>	11:00am-12:00pm
<b>Meeting Type</b>	Virtual meeting via Zoom
<b>IBC Member Attendees</b>	<ol style="list-style-type: none"><li>1. Peter Hosick, Chairperson</li><li>2. Gena Coffey, Biosafety Officer</li><li>3. Kimberly Blatt, Director of Research Compliance</li><li>4. Rosemary Lipala, IBC Member/Animal Expert/Lab Rep</li><li>5. Elena Petroff, IBC Member/Researcher</li><li>6. Nathan Rigel, Local nonaffiliated member (Kean University)</li></ol>
<b>IBC Members Absent</b>	<ol style="list-style-type: none"><li>1. Kevin Bilyk, IBC Member/Researcher</li><li>2. Sean Fitzgerald, Local nonaffiliated member (Hackensack Meridian Health)</li></ol>
<b>Quorum</b>	<p>The IBC has 8 voting members, and 5 members are required to conduct business.</p> <p>Kimberly Blatt joined the meeting at 11:18am and left the meeting at 12:04pm. There was no impact on quorum.</p>
<b>Other Attendees</b>	<ol style="list-style-type: none"><li>1. Carrie Laset, Compliance Coordinator</li></ol>
<b>Call to Order</b>	The IBC Chair called the meeting to order at 11:04am.
<b>Conflicts of Interest</b>	<p>The IBC Chair reminded all members present to identify any conflicts of interest as each registration is reviewed. There were no conflicts identified.</p>

<p><b>Review and approval of previous meeting minutes</b></p>	<p><b><u>May 12, 2025 Meeting Minutes</u></b></p> <p><b>Motion:</b> A motion was made by PH and seconded by NR to Approve the minutes as written.</p> <p><b>Vote:</b> Approved with 5 members voting in favor, 0 against and 0 abstentions</p> <p><b>Discussion:</b> none</p> <p><b>Changes to be made:</b> None</p>
<p><b>Review of Prior Business</b></p>	<ol style="list-style-type: none"> <li>1. The Montclair IBC has adopted a new format for the IBC agenda and minutes to follow the template suggested by NIH in the guidance letter issued on 6/1/25: <a href="https://osp.od.nih.gov/wp-content/uploads/2025/05/Minutes-PtoC-and-Template.pdf">https://osp.od.nih.gov/wp-content/uploads/2025/05/Minutes-PtoC-and-Template.pdf</a></li> <li>2. A modification to approved IBC protocol <b>2024_IBC_0036</b>, student-led research, was submitted to indicate a change in PI from Dr. Meiyin Wu to Dr. Matt Schuyler. The IBC Office processed this modification administratively after confirming with the Biosafety Officer that all training and room numbers were complete and accurate.</li> <li>3. Dr. Siekierka did not complete CITI training by the deadline designated by the IBC in the approval letters for his renewal protocols <b>2025_IBC_0038</b> and <b>2025_IBC_0039</b>. The Director of Research Compliance confirmed in an email with the Dean of CSAM that Dr. Siekierka is on a leave of absence and his PhD student is receiving faculty guidance and support from Dr. David Rotella for these projects during Dr. Siekierka's leave. <ol style="list-style-type: none"> <li>a. The IBC discussed this issue and came to the decision to request that the PhD student submit modifications to add Dr. Rotella to the two protocols as a Co-PI and ask that Dr. Rotella complete all of the CITI training required of protocol personnel (Initial Biosafety Training, NIH Recombinant DNA Guidelines and Bloodborne Pathogens).</li> </ol> </li> </ol>
<p><b>IBC Registration Review</b></p> <p><b>(New IBC Registrations/Renewals/Amendments)</b></p>	<p><b>PI Name:</b> Dr. Meiyin Wu/Nicole Bergen (student)</p> <p><b>IBC Registration Number:</b> 2025-IBC-0040</p> <p><b>Title: Assessing the Environmental Impacts of Cyanobacterial Harmful Algal Blooms on Reptile Health and Ecosystems</b></p> <p><b>Project Overview:</b> "This research aims to study how microcystins produced by cyanobacteria accumulate in turtles. By exposing turtles to cyanobacteria in a controlled laboratory setting the study will seek to understand how these species are impacted by, and the potential risks that cyanobacteria blooms have to the aquatic food chain and the environment. This will help to provide insight for protecting these ecosystems and understanding how they are impacted."</p> <p><b>Applicable sections of the NIH Guidelines:</b></p> <ul style="list-style-type: none"> <li>• <b>Section III-D</b> Experiments Requiring IBC Approval Before Initiation - <a href="https://osp.od.nih.gov/wp-content/uploads/NIH_Guidelines.htm#_Toc3457039">https://osp.od.nih.gov/wp-content/uploads/NIH_Guidelines.htm#_Toc3457039</a></li> <li>• <b>Section III-D-4</b> Experiments Involving Whole Animals - <a href="https://osp.od.nih.gov/wp-content/uploads/NIH_Guidelines.htm#_Toc3457043">https://osp.od.nih.gov/wp-content/uploads/NIH_Guidelines.htm#_Toc3457043</a></li> <li>• <b>Appendix G II-B</b> Biosafety Level 2 (BL2) - <a href="https://osp.od.nih.gov/wp-content/uploads/NIH_Guidelines.htm#_Toc3457157">https://osp.od.nih.gov/wp-content/uploads/NIH_Guidelines.htm#_Toc3457157</a></li> </ul> <p><b>Identified risks and risk mitigation measures:</b></p> <ul style="list-style-type: none"> <li>• Risks: Aerosols, respiratory issues associated with microcystin toxin</li> <li>• Mitigation measures: Containment - biosafety cabinet in room with limited access</li> </ul> <p><b>Training:</b> PI and students have completed CITI training (Initial Biosafety and Animal Biosafety)</p> <p><b>Occupational Health requirements (if applicable):</b> PI and students have been cleared by OHD as part of the IACUC approval process for the initial holding protocol submission. IACUC approval of the modification to include the experimental procedures is pending approval of this IBC application.</p>

	<p><b>Biosafety Level:</b> BSL2</p> <p><b>IBC Vote:</b></p> <ul style="list-style-type: none"> <li>• <b>Motion:</b> A motion to Approve the Protocol Pending Changes for 5 years was made by NR and seconded by EP.</li> <li>• <b>Vote:</b> The Approve Pending Changes Decision was unanimous with 5 members voting in favor, 0 against and 0 abstentions Conflict(s) of interest: None</li> <li>• <b>Discussion:</b> Dr. Wu/Ms. Bergen also have an approved IACUC protocol for field work. The IBC will request a future modification to this IBC protocol to add the applicable biosafety elements, as well as a modification to the IACUC protocol to complete the section on Hazardous Materials.</li> <li>• <b>Stipulations/Changes requested:</b> <ul style="list-style-type: none"> <li>○ In the chart on page 18, please update the most recent certification date of the biosafety cabinet.</li> <li>○ On page 19 under "4. Decontamination/Disinfection," please check off "Liquid waste" in the "Chlorine Compounds" row.</li> <li>○ On page 28 in the personnel section, please update the lab safety training date.</li> </ul> </li> </ul>
<b>Inspections/ Ongoing Oversight</b>	<p>The greenhouse space where the live animals will be held has been approved by the IACUC.</p> <p>CELS 105; CELS 300 - Approved by Biosafety Officer</p>
<b>Review of Incidents</b>	<p>None to report</p>
<b>New Business/ Additional Topics</b>	<p>The Chair, the Biosafety Officer and the IBC Office are discussing the plan for updates to the Biosafety Manual.</p>
<b>IBC Training</b>	<p>There is no training scheduled for this meeting.</p>
<b>Public Comments</b>	<p>There were no public comments.</p>
<b>Adjournment</b>	<p>Upcoming IBC meeting dates:</p> <ul style="list-style-type: none"> <li>• September 29, 2025</li> </ul> <p>The Chair motioned to adjourn the meeting at 12:05pm. RL seconded the motion.</p>

Minutes submitted by: Carrie Laset, IBC Coordinator

Minutes approved by: Peter Hosick, IBC Chair and Kim Blatt, Director of Research Compliance