Date: Wednesday, May 6, 2020
Time: 10:00 AM – 11:00 PM
Location: Zoom Webinar
Members Present:
1. Thea Brabb, Comparative Medicine (Animal Containment Expert)
2. Lesley Colby, Comparative Medicine (Animal Containment Expert)
3. David Koelle
4. Richard Grant
5. Kevin Hybiske, Allergy and Infectious Diseases
6. Stephen Libby, Laboratory Medicine (IBC Chair)
7. Scott Meschke, Environmental & Occupational Health Sciences
8. Susan Parazzoli (Community Member)
9. Jason Smith, Microbiology (IBC Vice Chair)
10. Eric Stefansson, Environmental Health & Safety (Biosafety Officer, Animal Containment Expert)
11. Paul Swenson, Seattle-King Co. Dept. of Public Health (Community Member)

Commonly Used Abbreviations
IBC: Institutional Biosafety Committee
BSO: Biological Safety Officer
BUA: Biological Use Authorization
BSL: biosafety level
PI: Principal Investigator
IACUC: Institutional Animal Care and Use Committee
NIH: National Institutes of Health
DURC: Dual Use Research of Concern
SOP: standard operating procedure
1. **CALL TO ORDER:** The Institutional Biosafety Committee (IBC) Chair called the meeting to order at 10:04 a.m. A quorum was present.

2. **REMEMBER:** The IBC Chair reminded attendees that any notes that they retain are subject to public disclosure. A statement was also made about conflict of interest and voting on research proposals as described in the IBC Charter. This includes sharing a grant or a familial relationship.

3. **SUBCOMMITTEE REPORTS:**
   
   a. Kreuzer, Helen, new, *Testing SARS-CoV-2 Inactivation by RNA Extraction Buffers*
      
      - Three members of the IBC served as the Subcommittee Reviewers. One of the Subcommittee Reviewers presented the Subcommittee Report.
      - The goal of this project is to determine whether RNA extraction reagents from various commercial kits inactivate SARS-CoV-2. The testing protocol used by the Centers for Disease Control and Prevention will be duplicated.
      - No RNA preparations or viral stock samples will leave the BSL3 facility.
      - All of the required trainings have been completed.
      - The draft BUA letter was shown.
      - A member made a motion to approve the draft BUA letter for Dr. Kreuzer. Another member seconded the motion.
      - The Committee voted unanimously to approve the draft BUA for Dr. Kreuzer.

4. **ISSUES FROM THE FLOOR & PUBLIC COMMENTS:** There were no issues from the floor, and no public comments.

5. **MEETING ADJOURNED AT APPROXIMATELY 10:25 A.M.**