West Virginia University
Institutional Biosafety Committee Meeting Minutes
July 2025

DATE: 07/28/25
TIME: 3:00pm
LOCATION: BMRF 101 with a Zoom option

The July meeting of the West Virginia University Institutional Biosafety Committee (IBC) was called to order by Karen Martin at 3:00 PM. The meeting was open to the public with public notification on the university's IBC website.

MEETING ATTENDANCE

Committee members present for the meeting were (role/expertise noted, as applicable):

1. Karen Martin, IBC Chair
2. Matt Stinoski, Institutional Biosafety Officer
3. Josh Parenti, Associate Biosafety Officer
4. Mariette Barbier
5. Kathy Brundage
6. Marcus Cervantes, Occupational Health Representative
7. Tara Cotroneo, Animal containment expert
8. Brian Huggins, County Health Department Representative
9. Ivan Martinez
10. Dan Panaccione, Plant expert
11. Chris Waters
12. Dylan Willis

Non-committee Members: none

A majority of the committee was present; therefore, a quorum was established.

***PREVIOUS MEETING* MINUTES REVIEW**

A copy of the June IBC minutes was emailed to committee members for review prior to the meeting. A typographical error was noted and will be corrected. A motion was made to accept the minutes, as written, following the correction of the typographical error. The minutes were unanimously approved.

OPEN DISCUSSION

IBC Charter/SOP – Given the recent changes to the NIH requirements regarding posting IBC meeting minutes public ally, the SOP was updated to include that information. During that revision, several aspects of the IBC meeting which occurred, were not documented as part of the charter/SOP. Therefore, a full review of the charter/SOP will occur and be updated to include all policies of the IBC.

The committee discussed the need to find and include an unaffiliated community member. Dr. Huggins introduced the Biosafety Officer to Jeremy Larew from Mon Health who may be interested in serving as a community member. He can replace Jamie Moore, who is now an adjunct at WVU and can't serve as community member any longer. The Biosafety Officer and Associate Biosafety Officer will contact Mr. Larew and schedule a time to discuss the role of a community member on the committee.

PROTOCOLS FOR REVIEW

Protocol # (New/Renewal/Amendment)	**19-06-01 (amendment)**
Protocol Title	***Vaccine Development for Borrelia***
PI Name	**Barbier, Mariette**
Biohazards	***Recombinant nucleic acids*** **Type of genes:** *Borrelia* surface proteins **Type of vector**: plasmids, Lipid Nanoparticles (LNP) **Applicable NIH guidelines:** III-D-1 ***Human, animal, or plant pathogens***: *B.burgdorferi, B. garinii, B. bavariensis* ***BBP & OPIM***: N/A ***Introduction into Animals*** **Species:** mouse **Material:** *B. burgdorferi and GFP-labeled B. burgdorferi*
Proposed Biosafety Level	BSL2
Reviewer Summary	This amendment was submitted to include LNP introduction of mRNA given to mice to aide in the prevention of Lyme disease. This addition does not increase the biosafety level of the research but does introduce a different vector and need for committee review.

There was a motion to approve the amendment at BSL2, pending the below IBC recommended revisions:

Page 2 – The room listed for the animal work is outdated, contact OLAR to get current room.

Page 5 (rDNA) - Please add that the Biosafety Officer will be contacted in the event of an exposure.
Does the Plasmid vector have any distinguishing name/ID/etc. that we can use?
Page 7 - Not III-C, Falls under III-E

Page 8 (pathogen) - *E.coli* is BSL2, not 2+
Please add that the Biosafety Officer will be contacted in the event of an exposure

Page 9 (animal) - Please add that the Biosafety Officer will be contacted in the event of an exposure

Material and Methods - Add detail into how inoculum and tissue samples will be transported. Describe safety implemented around injections: anaesthesia, restraint, etc. and using BSC.

The motion was unanimously approved.

Protocol # (New/Renewal/Amendment)	**25-07-01 (new protocol)**
Protocol Title	***Mammalian Cell Culture in the Courtney Lab***
PI Name	***Courtney, Kevin***
Biohazards	***Recombinant nucleic acids*** **Type of genes:** protein expression **Type of vector**: plasmids, lentivirus **Applicable NIH guidelines:** III-D-1, III-D-6 ***Human, animal, or plant pathogens***: N/A ***BBP & OPIM***: human cell lines ***Introduction into Animals*** **Species:** N/A **Material:** N/A
Proposed Biosafety Level	BSL2
Reviewer Summary	This research focuses on the molecular mechanisms of membrane trafficking in human cells, with particular emphasis on understanding how specific proteins contribute to intracellular vesicle fusion and neurodegeneration. Plasmids and lentiviral vectors will be used to encode non-hazardous genes in human cell lines.

A motion to approve the amendment at BSL2, pending the below IBC recommended revisions:

Page 3 - check safety glasses for PPE
Lab coats-Clarify using a drycleaner that utilizes universal precautions

Page 4 - uncheck pathogens

Page 6 (rDNA) - For exposure response, please add that the Biosafety Officer will be contacted in the event of an exposure and the exposed will report to the Emergency Department with a copy of the Infectious Agent Fact Sheet.

Page 7 - III-D-3 and III-E of guidelines. Regarding III-D-6, will you be culturing >10L of transgenic materials (vectors, transgenic cells, etc) each time?

Page 8 (BBP) - For exposure response, please add that the Biosafety Officer will be contacted in the event of an exposure and the exposed will report to the Emergency Department with a copy of the Infectious Agent Fact Sheet.

Page 9 - ARE iPSCs harvested from patients in isolation? If no, please change to Yes, excluded from isolation

The motion was unanimously approved.

Protocol # (New/Renewal/Amendment)	**16-07-02 (amendment)**
Protocol Title	***Cardioprotection in Pathological States***
PI Name	***Hollander, John***
Biohazards	***Recombinant nucleic acids*** **Type of genes:** Mitochondria genes, Heat Shock genes, Calcium Handling genes **Type of vector**: plasmids, lipid nanoparticles (LNP) **Applicable NIH guidelines:** III-D-3, III-E ***Human, animal, or plant pathogens***: N/A ***BBP & OPIM***: Human tissue and blood ***Introduction into Animals*** **Species:** Mouse **Material:** LNP ncRNA
Proposed Biosafety Level	BSL2
Reviewer Summary	This amendment was submitted to introduce non-coding RNA LNP's. The research goal is to better understand how molecular gene manipulation impacts tissue and cellular stress during pathological states. The overall BSL of the project remains unchanged, but the use of a different vector requires committee review.

A motion to approve the amendment at BSL2, pending the below IBC recommended revisions:

Page 1 - Brief summary related to ncRNA role in experiment

Page 2 – biosafety cabinet dates update
Please add the vivarium room where echocardiography guided injections will occur

Page 3 - Describe how reusable lab coats will be laundered.

Material and Methods - Please add the procedure for injecting animals with ncRNA
This section discusses retroviral constructs. Are you using them? If so, they need to be added to the vector table on page 5.

Last page - add ncRNA information into Description of Gene table

The motion was unanimously approved.

Protocol # (New/Renewal/Amendment)	**16-11-01 (amendment)**
Protocol Title	***Prevention and Treatment of Brain Tumors***
PI Name	***Lockman, Paul***
Biohazards	***Recombinant nucleic acids*** **Type of genes:** protein expression **Type of vector**: Lentivirus **Applicable NIH guidelines:** III-D-3 ***Human, animal, or plant pathogens***: N/A ***BBP & OPIM***: human cell lines ***Introduction into Animals*** **Species:** Mouse **Material:** Human Breast Cancer Cells
Proposed Biosafety Level	BSL2
Reviewer Summary	This project involves the culturing of human cancer cells that will be injected into mice. The cells are 'brain-seeking' in nature and will develop into brain metastases. Once mice have developed metastases, a drug will be injected and allowed to circulate up to 24 hours. Following circulation, mice will be euthanized, and blood/organs will be collected for analysis. Lentiviral transduction will be performed using purchased vectors, cancer cells and human brain endothelial cells will be used to examine the roles of various genes in blood-brain barrier drug response.

A motion to approve the amendment at BSL2, pending the below IBC recommended revisions:

Page 1 - IBC number is 16-11-01

Page 2 - Research locations-add Biosafety cabinet dates for all locations listed.

Page 5 - Risk assessment section needs filled out detailing the risk of working with human derived materials. Exposure Response should include that the exposed will "get a copy of the applicable Infectious Agent Fact Sheet and report to the WVU Emergency Department for treatment"

Page 6 - Within risk assessment, address the other aspects that are asked. If no additional precautions are needed further clarify that "Standard ABSL2 precautions are needed, no additional precautions required"
You also have IRB listed, but only list purchased cell lines. If only purchased cell lines, no IRB relates. If cells from patients are utilized, please add to protocol.

Material and Methods – Update vivarium locations throughout.

The motion was unanimously approved.

Protocol # (New/Renewal/Amendment)	**25-07-02 (new)**
Protocol Title	***Using Human Buccal Swabs and Semen for DNA Analysis***
PI Name	***Moroose, Tina***
Biohazards	***Recombinant nucleic acids*** **Type of genes:** N/A **Type of vector**: N/A **Applicable NIH guidelines:** N/A ***Human, animal, or plant pathogens***: N/A ***BBP & OPIM***: Human Saliva, Human Semen ***Introduction into Animals*** **Species:** N/A **Material:** N/A
Proposed Biosafety Level	BSL2
Reviewer Summary	This protocol will compare traditional means of processing sexual assault kits to that of probabilistic genotyping software. It will utilize human saliva and commercially purchased semen to evaluate and compare the methods. The goal is to show that the use of probabilistic genotyping software in conjunction with a faster, less expensive extraction technique, can generate comparable or better match statistics for forensic application as compared to traditional workflows currently used in forensic laboratories.

A motion to approve the amendment at BSL2, pending the below IBC recommended revisions:

Page 1 - Revise summary to remove first person statements like "I as the researcher" etc.

Page 3 - Need to confirm lab coat cleaning method. I couldn't open the + sign and see. Does it say that they'll be cleaned using a launderer who utilizes universal precautions?

Page 5 - remove N/A related to table. Should be unscreened, or list what screened for.

Material and Methods - State that all work with human derived samples will occur at BSL2
Biological materials hood is called “biosafety cabinet” please update.

APPROVAL FOR ADJOURNMENT

There was a motion to adjourn the meeting if there were no further items for discussion. The meeting was adjourned at 4:07 PM.