

Nathan Kline Institute
Institutional Biosafety Committee (IBC)

MEETING MINUTES

07/16/2025 10:00 AM

Virtual

1. Initial Business

1.1 Call to Order

This was a virtual meeting conducted via Zoom. The meeting was called to order by Dr. Scharfman on July 16, 2025 at 10:04am.

1.2 Confirmation of quorum

Members In Attendance

Member	Voting	Staff	Scientific	Affiliated
Aine Duffy, PhD	Yes	No	Yes	No
Chris Cain, PhD	Yes	Yes	Yes	Yes
Erika Andrade, PhD	Yes	No	Yes	Yes
Helen Scharfman, PhD	Yes	Yes	Yes	Yes
Henry Sershen, PhD	Yes	Yes	Yes	Yes
John Smiley, PhD	Yes	No	Yes	Yes
Mark Klinger, DVM	Yes	Yes	Yes	Yes
Relish Shah, MS	Yes	Yes	No	Yes
Robert Sears, PhD	Yes	No	Yes	Yes

The following members were absent: Carla Nasca, PhD (member), Catia Teixeira, PhD (member), Edward Zybert (community member).

Staff: no staff attended

1.3 Review of previous minutes

1.3.a September 4, 2024 IBC meeting minutes:

➤ It was suggested to redact names

Motion: A motion was made to approve the September 4, 2024 meeting minutes with the changes noted. Motion was seconded.

Vote: Total = 9; For = 9; Opposed = 0; Abstained = 0; Absent = 3;

1.3.b April 9, 2025 IBC meeting minutes:

- It was suggested to remove unnecessary detail.
- Section 3.4 seemed not to flow well into the text about a motion to remove the names of reviewers.
- Section 2.1 had a typographical error (AALAC should be AAALAC)

Motion: A motion was made to approve the April 9, 2025 meeting minutes with the changes noted. Motion was seconded.

Vote: Total = 9; For = 9; Opposed = 0; Abstained = 0; Absent = 3

2. Old Business

2.1 IBC semi-annual inspection - June 2, 2025

The leader of the inspection said it went well. Two items were discussed:

- 1) If the new signage for laboratory doors while using viruses is clear. After discussion it was decided to send an email to all PIs to ensure the new signage is clear.
- 2) If it is necessary to add procedures to ensure storage is compliant. It was discussed and decided that the current procedures are adequate.

2.2 Review of IBC procedures

2.2.a Use of human tissue

Discussed whether the IBC needs to oversee human tissue research. The committee agreed that the use of human tissue is not under the purview of the IBC but it should receive oversight.

2.2.b Training and form/protocol revisions-update

All lab trainings and form/protocol modifications are now complete. Therefore, the changes to training and form/protocols that began last September are finished.

3. New Business

3.1 IBC 101 webinar

It was mentioned that the webinar that was attended by a member of the committee has many slides and it would be useful to post them on the myNKI site.

4. Annual/ Continuing Renewal Reviews

- 4.1 **Title:** Standard Operating Procedures for use of Adeno-associated virus and transgenic animals for the Chen laboratory
IBC Protocol Number: IBC2024-01-NKI
Principal Investigator: Shuo Chen, PhD
Primary Reviewer: None
Secondary Reviewer: None
Administrative Reviewer: Dr. Helen Scharfman, PhD

Vote: Total = 9; For = 9; Opposed = 0; Abstained = 0; Absent = 3

- 4.2 **Title:** Standard Operating Procedures for the use of Adeno-associated virus for the Ginsberg Laboratory
IBC Protocol Number: IBC2023-7-NKI
Principal Investigator: Stephen Ginsberg, PhD
Primary Reviewer: None
Secondary Reviewer: None
Administrative Reviewer: Dr. Helen Scharfman, PhD

Vote: Total = 9; For = 9; Opposed = 0; Abstained = 0; Absent = 3

5. Amendments

- 5.1 **Title:** Standard operating procedures for the use of adeno-associated virus for the Nasca laboratory
IBC Protocol Number: IBC2023-10-NKI
Principal Investigator: Carla Nasca, PhD
Administrative Reviewer: Dr. Helen Scharfman, PhD

Vote: Total = 9; For = 9; Opposed = 0; Abstained = 0; Absent = 3

- 5.2 **Title:** Standard Operating Procedures for Use of AAVs in the Scharfman Laboratory
IBC Protocol Number: IBC2023-3-NKI
Principal Investigator: Helen Scharfman, PhD
Administrative Reviewer: Dr. Chris Cain, PhD

Vote: Total = 9; For = 8; Opposed = 0; Abstained = 1*; Absent = 3
*Abstained because these individuals are listed on protocol.

- 5.3 **Title:** Use of AAVs in the Hamm laboratory
IBC Protocol Number: IBC2024-02-NKI
Principal Investigator: Jordan Hamm, PhD
Administrative Reviewer: Dr. Helen Scharfman, PhD

Vote: Total = 9; For = 9; Opposed = 0; Abstained = 0; Absent = 3

5.4 Title: Use of AAVs in the Hamm laboratory

IBC Protocol Number: IBC2024-02-NKI

Principal Investigator: Jordan Hamm, PhD

Administrative Reviewer: Dr. Helen Scharfman, PhD

Vote: Total = 9; For = 9; Opposed = 0; Abstained = 0; Absent = 3

5.5 Title: Use of AAVs in the Hamm laboratory

IBC Protocol Number: IBC2024-02-NKI

Principal Investigator: Jordan Hamm, PhD

Administrative Reviewer: Dr. Helen Scharfman, PhD

Vote: Total = 9; For = 9; Opposed = 0; Abstained = 0; Absent = 3

5.6 Title: Standard operating procedures for the use of AAV in the Sears Lab

IBC Protocol Number: IBC2023-4-NKI

Principal Investigator: Robert Sears, PhD

Administrative Reviewer: Dr. Helen Scharfman, PhD

Vote: Total = 9; For = 6; Opposed = 0; Abstained = 3*; Absent = 3

*Abstained because these individuals are listed on protocol.

7. Protocol Closeouts

None

8. Schedule date for next quarterly IBC meeting

The next virtual IBC meeting is scheduled for Wednesday, September 10, 2025 at 10:00 a.m.

Vote: Total = 9; For = 9; Opposed = 0; Abstained = 0; Absent = 3

9. Adjourn

The meeting was adjourned at 10:48 a.m.