

# HUMBOLDT STATE UNIVERSITY

## Risk Management and Safety Services

### Biosafety Committee Notes

November 15, 2016

Meeting called to order 9:04

Present: Amy Sprowles, Patricia Siering, David Baston, Richard Brown, Jefferey Schineller, Michelle Dostal, John Steele, Steven Karp, Sabrina Zink, Shannon Townsend, Emily Benvie, Jose Hernandez

Absent: None

- 9:04 A.M.
  - Meeting Began
  - Agenda passed out
  - Introductions
  
- 9:08
  - Charter Passed out and reviewed
  
- 9:10
  - Schineller asked why no one from Health Center Represented?
    - Wasn't suggested.
    - Led to NIH Requirements
      - Do we have the right infrastructure and correct safety level?
      - Information gathered from San Diego State for their system
      - Issue was raised that Zhong has been working with no documentation and may not be in compliance with National Institute of Health (NIH) guidelines.
  
- 9:16
  - Zhong's Biological Use Authorization Application was passed out.
  - Brought up things campus can do to trigger investigation
  - Siering brought up that list may not be up to date due to freezer going down in the bio department, leading to a loss of lab materials
  
- 9:18
  - Issue was brought up about training certificates.
  - Curriculum Vitae (CVs) needed
  - Zink will register committee by end of the week
  
- 9:20
  - Appointing the chair person
    - Duties of chair worker described
    - Have to schedule appointments and use authorization

# HUMBOLDT STATE UNIVERSITY

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- A lot of admin work
- If Sprowles or someone under review in the Biology Department is chosen, Zhong will take over.
- Sprowles nominates Steele
- Steele brings up meeting frequency
  - At least once per semester
  - Deadline recommended to review
  - All reviews do not have to be in person depending on conditions.
- 9:28
  - Siering brings up difference between NIH rulings with respect to laboratory research and class work
    - NIH deals with both
    - Lot of rule to consider
    - For instance no more than 10 L of bacteria can be used without right precautions
    - Biology 105 class works with 250 mL
  - Dostal Nominated by Siering
  - Dostal Nominates Schineller
  - Schineller declines
  - Michelle Dostal elected
- 9:35
  - Brown brings up that the committee needs to meet more frequently and have a system to set up emergency meetings.
  - Meeting strategies discussed
  - Siering brings up that everything in the CRNS department is done electronically.
  - If out of town for a meeting or emergency meeting, they could call in or videochat in
  - Discussion of IRB committee process
    - 2 meetings done without meeting
    - 1 done in person
  - Zink brings up the review and renewal process.
    - Admin reviews don't need the full committee
    - Requirements for committee structure and requirements to meet.
- 9:39
  - Discussion of communication of committee to outer groups
    - Letter to chair
    - Presentations to grad students
    - Chair of Committee to make presentation

# HUMBOLDT STATE UNIVERSITY

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- Zink will work with Dostal
  - Biosafety Link and Website
  - Website should have links to laws and other information
  - May be a good time to give presentation as a welcome to students working in labs.
  - Mention main stuff in an email and on the attachment
- 9:44
  - Discussion of Other Programs and how they function/ requirements before money can be given from grants.
  - Registration strategies were discussed.
    - Filling out a checklist system
    - Parts filled out that are a concern are flagged and noted
    - May use a bright different color paper with information
      - Can go to grant analyst
    - Good to have a central location for all the documentation
    - If checklist not met, no funds released
- 9:54
  - Zink brings up that we need to enact protocol
    - Discussions of timetables
    - More discussion of other programs
  - Brown will work with Dostal on grant information and procedure
- 9:58
  - CITI requires Biosafety Training
    - Have a training module for Biosafety
    - Online
    - Administrators can see who has the training
    - Certificates to be printed and go to representatives
    - More discussion of NIH guidelines
- 10:04
  - Zink picked up documentations of training and CVs of the attendees
  - Zink will work with Dostal on checklist and help with information letters
  - An initial letter will be sent to group to review
    - If no feedback by a certain date, it will be assumed there are no comments
    - Deadline discussed
    - Chance of Grandfather clause discussed
    - Initial letter will talk about a phase in period until Fall 2017
      - Any work being done that may need Biosafety Level 2 has to be reviewed by January

# HUMBOLDT STATE UNIVERSITY

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- Mentioned that Biology 440 – Genetics Lab deals with recombinant DNA
  - More discussion on how to deal with compliance without conflict
  - Sabrina will work with IT for a biosafety website
  - BSL-2 or higher labs for Fall must be reviewed by Spring 2017
  - For lab safety and to allow for funding to go through
  - Will provide information at beginning of semester for the students and faculty
  
- 10:16
  - Next meeting for Zhong stuff discussed
  - Questions brought up
    - Is containment sufficient?
  - Discussion of Schinellers review
    - Not an airbourne infection according to zhong
    - Schineller not sure if everything is done in a biosafety environment or on the countertop
    - Better if biosafety area was behind a locked door.
    - Better if room was better.
    - Perhaps in the prep. Space behind the Biocore (Sci B 330)
    - Discussions of how to transport infections waste
    - Discussion of autoclave safety and infectious agents
    - Liquid Waste treated with bleach and poured into sink
    - Discussion of Student  
[REDACTED]  
[REDACTED]  
[REDACTED]
  
- 10:23
  - How do you train competency?
  - PI is responsible for training
  - PI to determine if student is competent
  - Document training good for 3 years
  - Lab specific SOP's
  - Students need to know how to deal with waste
  - Rooms dealing with the cell culture must have signs
  - External review for grad students?
  - Binder in a centralized location for all work being done on campus brought up again
  - Discussion of how to review and who needs to be reviewed
  - For other school locations (i.e.- UC Davis) training done by them
  - For checklist

# HUMBOLDT STATE UNIVERSITY

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- Are you co-PI
    - Are you using things on HSU property (including marine lab)
    - Provide documentation
- 10:35
  - Dostal brings Zhong's lab
  - Are we trying to get it approved?
  - Do we have to go through BSL-2 Lab with BSL-3 level practices for safety?
  - Discussed issues of having showers and how to allow for cleanup in the lab itself for less risk of exposure to others
  - Keep people out of lab
  - NIH doesn't classify for all species of Rickettsia
  - Documentation provided from other sources
  - Other concerns:
    - Could pathogen become an aerosol?
    - Is it safe?
    - Are we comfortable with it?
    - Is there a safer method than using needles?
    - Is getting infected by a needle a reason for concern?
    - Is his lab secure?
    - Does he and his student have bloodborne pathogen training documentation?
    - Has his student been trained and is he competent?
  - Is there a reason the city may need to know about this?
  - Safety or due to bleach going into the sink
  - Talks about getting rid of waste at the institutional level
- 10:56
  - Next meeting
    - First or second week of December.
    - Actual date to be determined
- 10:58
  - Meeting adjourned