

**Los Alamos National Laboratory
Institutional Biosafety Committee
Meeting minutes
July 7, 2004
Teleconference Call (Closed Meeting)**

I. Meeting called to order at 10:05 by Mark MacInnes, IBC Chair. Those members present on teleconference call: Mark MacInnes, Dina Sassone, David Bruce, Jim Freyer, Glenn Funk, John Olav Johnsen, Richard Honsinger, and Gary Simpson.

II. This teleconference meeting was limited to a discussion of a set of correspondence between the IBC chair and a PI regarding implementation of conditions set by the IBC for work in 2005. Thus, approval of previous meeting minutes is not applicable.

III. The meeting began with a prepared statement by Mark outlining the issue. Major points of discussion included: concern voiced to the IBC Chair by the BSO regarding incomplete on the job training; LANL institutional requirements for training; best practices by other institutions; lack of clarity as to what constitutes training, education, and experience; and how the IBC can ensure that trained personnel do what is required (BSO compliance inspections). A motion was made and seconded to clarify the training, education, and experience requirements. All were in favor. A motion was made and seconded to state for the record that the IBC supports and agrees with the assessment made by the IBC Chair, that it was appropriate and reasonable, and that it recognized the need for clarity in IBC requirements. All were in favor.

Meeting was adjourned at 11:00.

Respectfully submitted:

Dina Sassone,
Biological Safety Officer