LA JOLLA INSTITUTE FOR
ALLERGY AND IMMUNOLOGY

10355 Science Center Drive
San Diego, California 92121
(858) 558-3500 FAX (858) 558-3525

Edward H. Hammond
The Sunshine Project
P.O. Box 41987
Austin, Texas 78704

April 18, 2006

Dear Mr. Hammond,

I am writing in response to your letter dated March 13, 2006 requesting IBC minutes from La Jolla Institute for Allergy and Immunology. As per your request, copies of all minutes from IBC meetings at La Jolla Institute for Allergy and Immunology held since May 1, 2003 have been included with this letter.

In response to your survey question regarding the "Fink Committee Report", La Jolla Institute for Allergy and Immunology is *in the process of* reviewing written policies for the identification, review, and oversight of research involving any of the seven categories of experiments of concern identified by the National Academy of Science in its report *Biotechnology Research in an Age of Terrorism* (the "Fink Committee" report).

Enclosed, please find an invoice for expenses incurred by La Jolla Institute for Allergy and Immunology IBC to comply with your request for IBC minutes. Please remit your payment by May 31, 2006.

Sincerely,

Mark Bouchard
EH&S Manager
IBC Biosafety Officer

LA JOLLA INSTITUTE FOR
ALLERGY AND IMMUNOLOGY

10355 Science Center Drive
San Diego, California 92121
(858) 558-3500 Fax (858) 558-3525

INVOICE

Bill to:	Please Remit Payment to:
The Sunshine Project P.O. Box 41987 Austin, TX 78704 Phone: 512-494-0545	La Jolla Institute for Allergy and Immunology Institutional Biosafety Committee 10355 Science Center Drive San Diego, CA 92121 Phone: 858-558-3500

Comments:

Please remit **$200.00** to La Jolla Institute for Allergy and Immunology IBC by **May 31, 2006** for time & expenditures incurred in order to compile the IBC minutes from May 2003- March 2006 per the request of the The Sunshine Project. Please note that we are a non-profit institution.

the sunshine project

PO Box 41987 Austin TX 78704 USA
Tel/Fax: +1 512 494 0545
http://www.sunshine-project.org

13 March 2006

Mark Bouchard
La Jolla Institute for Allergy and Immunology
10355 Science Center Dr.
San Diego CA 92121

By fax: (858) 558-3525

Dear Mark Bouchard

Pursuant to the National Institutes of Health Guidelines on Research Involving Recombinant DNA Molecules (NIH Guidelines), Section IV-B-2-a-(7),[1] the Sunshine Project hereby requests the Minutes of all meetings of the La Jolla Institute for Allergy and Immunology Institutional Biosafety Committee (IBC) since 1 May 2003.

Please send the minutes to the address above. The NIH Guidelines require that minutes be made available "upon request". I request that you send your reply by Friday, 28 April 2006.

This letter is sent to you because IBC registration records of the National Institutes of Health Office of Biotechnology Activities indicate that you are responsible for the La Jolla Institute for Allergy and Immunology IBC.

This letter is sent to you as part of a national survey of compliance with the NIH Guidelines.

When you respond, I would appreciate your answer to the following question (please circle one):

> The La Jolla Institute for Allergy and Immunology IBC HAS / HAS NOT implemented written policies for the identification, review, and oversight of research involving any of the seven categories of experiments of concern identified by the National Academies of Science in its report *Biotechnology Research in an Age of Terrorism* (the "Fink Committee" report).

Please feel free to attach any additional explanatory materials that you feel are appropriate. Thank you very much for your attention to this request.

Sincerely,

EHHammond III

Edward H. Hammond
Director

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[1] *Section IV-B-2-a-(7). Upon request, the institution shall make available to the public all Institutional Biosafety Committee meeting minutes...*

MINUTES OF THE MEETING OF THE BIOSAFETY COMMITTEE OF THE LA JOLLA INSTITUTE FOR ALLERGY AND IMMUNOLOGY

A regular meeting of the Biosafety Committee of the La Jolla Institute for Allergy and Immunology was held in the Skylight Seminar Room of the Institute at 10355 Science Center Drive, San Diego, California 92121 on Thursday, March 16, 2006 at 12:00pm.

Members Present: Dr. Toshi Kawakami, M.D., Ph.D., Vice Chair
Dr. Sujan Shresta, Ph.D.
Dr. Beth Ford, DVM, MPVM
Mr. John Keegan
Ms. Denise O'Masters
Ms. Joyce Joseph

DRAFT
pending IBC approval
as of 04/17/06

Members Absent: Mr. Mark Bouchard
Mr. Tom Wolfe
Dr. Alessandro Sette, Ph.D., Chairman

Others Present: Ms. Christine Worthington, IBC Administrator

I. Old Business:

BHR1-EJ-020904a VSV (Indiana Strain) Janssen

Edith Janssen is not planning to use VSV in animals.

BHR10-GS-020905 Staphlococcus aureus (MRSA) Kato

The lab confirmed that there is a small autoclave in the Gemini Science lab at Bunker Hill, but they are not treating the biohazardous waste. It is being picked up and removed from the site by a state approved waste vendor. The protocol was changed to reflect this.

BHR1-SS-010605 Dengue Virus Shresta

The location where Chris Benedict is working with Dengue Virus has been obtained and added to the protocol.

BHR8-CW-021104a Influenza Virus (multi-strain) Ware

Beth Ford said that the optimal dose of Influenza Virus will have to be determined by experimentation. It is possible for the virus may mutate in the mice, but will not put staff at risk due to the differences in rodent & human physiology. Additionally, a section for "route" was added to the biohazard protocol form.

BHR6-CW-022503b Monkey Blood Ware

Beth Ford confirmed that there is no need for individuals working with monkey blood need to be tested for TB as a part of LIAI's medical surveillance program.

In-Lab Biohazard Training - A form has been made and will be given to researchers to document on the job training for individuals they request to add to their biohazard protocols.

HepB Non-Seroconverters - An article from the CDC was passed around to members at the meeting that explains that individuals that do not seroconvert are still at risk for infection. After consulting with Sharp, a letter will be sent to individuals at the Institute that have not seroconverted.

Minutes from January 2006 meeting have been approved as written.

DRAFT

II. New Business:

Annual Review:

Biohazard Protocols (BHR)

BHR2-TAB-040204a	Adenovirus	Banks	***Approved with Clarifications***

The protocol states that adenovirus does not replicate in mice. The Committee believes that this is incorrect and suggested that the transmission is the same as that listed in the protocol for man. The IBC Administrator will verify with the PI.

BHR4-SC-050405	Epstein Barr	Crotty	***Approved***
BHR1-MH-032305	Adenovirus	Hundt	***Approved with Clarifications***

The protocol stated it was unknown if pregnant women or immunocompromised individuals should be restricted from working with the agent. The committee would like to have this clarified and consistent with the other Adenovirus protocols at LIAI.

BHR2-GS-032304a	Influenza (multi-strain)	Kato	***Approved***
BHR3-GS-032304a	Human Thymus	Kato (Rogers)	***Approved***
BHR2-TK-030204a	Vaccinia	Kawakami	***Approved***
BHR5-MK-041905	Borrelia burgdorferi	Kronenberg	***Approved***
BHR6-MK-041905	Sphingomonas capsulate	Kronenberg	***Approved***
BHR4-ADS-040104a	SARS-VRP (vaccine particles)	Sette	***Approved***

Renewals:

Biohazard Protocols (BHR)

BHR1-HC-031903b	LCMV Armstrong, clone 13	Cheroutre	***Approved***
BHR6-SK-31703b	Human Blood (cord Scripps)	Kato	***Approved***
BHR2-MK-051503b	Sphingomonas paucimoblis	Kronenberg	***Approved***

New Submissions:

Biohazard Protocols (BHR)

BHR7-MK-031606	Adenovirus 5, recomb. Ovalbumin	Kronenberg	***Approved with Clarifications***

The protocol states that adenovirus does not replicate in mice. The Committee believes that this is incorrect and suggested an answer similar to the one listed in Matthias Hundt's BHR1 protocol. The protocol also stated that it was unknown if pregnant women should be restricted from working with the agent. The committee would like to have this clarified and consistent with the other Adenovirus protocols at LIAI.

BHR1-BP-pending	Coxiella burnetti, Phase I, Nine Mile Strain	Peters	***Deferred***

The IBC committee is in favor of beginning the select agent registration process for this strain of the agent. The protocol has been deferred until the registration process is complete.

DRAFT

BHR2-BP-031606	Coxiella burnetti, Phase II, Nine Mile Strain	Peters	***Approved with Clarifications***

The committee would like clarification on which biosafety level category this strain of the agent falls into, II, II/III or III.

Discussion Follow-up:

4% Formalin vs. 2% paraformaldehyde – The biohazard protocols all say that radioactive material will be treated with 4% formalin and samples for FACS will be fixed in either 1 or 2% paraformaldehyde. The IBC wondered if there was a reason for using these specific concentrations. The IBC Administrator will check with the EH&S manager.

Select agent registration – The committee was informed about the process involved to register select agents, including lengthy paperwork, FBI background checks and fingerprinting. The committee recommended EH&S/ facilities take their time to properly set up security procedures rather than rushing into the process.

BSL III area at new building – EH&S along with Facilities will be holding a meeting sometime in April to discuss the procedures for the BSL III rooms at the new building. EH&S will send an e-mail to all IBC members informing them of the date so they can come and give their input.

UV lights in Biosafety Cabinets – A letter from Technical Safety Services, Inc., the company that certifies our biosafety cabinets, was passed out at the meeting. It indicates that they will not longer perform routine testing of the UV lamps in the biosafety cabinets because "it is the current opinion of the American Biological Safety Association that UV lights are not recommended for use in Biological Safety Cabinetry." This letter will also be forwarded on to researchers at LIAI.

New biohazard protocol continuing review form – Currently, the IBC approves Biohazard protocols for three years and performs an annual review of the full protocol. It was proposed that the IBC use a continuing review form to complete the annual review. The IBC Administrator created a sample Continuing Review & Amendment form to bring to the meeting for feedback. The committee would like to have 2 separate forms, a Continuing Review Form and a separate Amendment Form. The IBC Administrator will work with the EH&S Manager to modify the forms. Additionally, the IBC Administrator will create a new SOP documenting the approval, amendment and continuing review process for biohazard and recombinant DNA protocols. The SOP and new forms will be sent to committee members via e-mail to review.

Gemini e-mail: Bacterial mouse injections on table? - A Gemini employee has requested to perform bacterial injections in mice on a stainless steel table in the ABSL2 room, not in the biosafety cabinet. Their concern was that they are more likely stick themselves in the confined area inside the hood than when working in an open area such as a stainless steel table. The IBC decided that this request could only be approved on an individual agent basis. The IBC requests more information before granting approval.

Vaccinations required? Can employees decline? – Recently, some PIs have requested mandatory vaccination for individuals working with Vaccinia. The Committee was asked how they feel about making vaccinations mandatory. They felt that an employee should have the right to decline the vaccination. They recommended Sharp as well as an attorney be consulted.

DRAFT

There being no further business, the meeting adjourned at approximately 1:30pm.

Respectfully Submitted,
Ms. Christine Worthington

Approved by the Biosafety Committee on:

By	Dr. Alessandro Sette (Chairperson)
By	Dr. Toshi Kawakami (Vice Chairperson)
By	Mr. Mark Bouchard
By	Mr. John Keegan
By	Ms. Denise O'Masters
By	Ms. Joyce Joseph
By	Dr. Beth Ford
By	Mr. Tom Wolfe
By	Dr. Sujan Shresta

MINUTES OF THE MEETING OF THE BIOSAFETY COMMITTEE OF THE LA JOLLA INSTITUTE FOR ALLERGY AND IMMUNOLOGY

A regular meeting of the Biosafety Committee of the La Jolla Institute for Allergy and Immunology was held in the Executive Conference Room of the Institute at 10355 Science Center Drive, San Diego, California 92121 on Thursday, January 25, 2006 at 9:00am.

Members Present: Dr. Sujan Shresta, Ph.D.
Mr. Mark Bouchard
Mr. John Keegan
Ms. Denise O'Masters
Mr. Tom Wolfe
Ms. Joyce Joseph

Members Absent: Dr. Alessandro Sette, PH.D., Chairman
Dr. Toshi Kawakami, M.D., Ph.D., Vice Chair
Dr. Beth Ford, DVM, MPVM

Others Present: Mr. David Hall
Ms. Christine Worthington, IBC Administrator

I. Old Business:

Minutes from September & November 2005 meetings: Approved as written

II. New Business:

Annual Review:

Biohazard Protocols (BHR)

BHR1-EJ-020904a VSV (Indiana Strain) Janssen ***Approved with Clarifications***

The committee requested the IBC Administrator to find out if Edith Janssen is planning to use VSV in animals since the protocol title includes the words "in vivo".

BHR10-GS-020905 Staphlococcus aureus (MRSA) Kato ***Approved with Clarifications***

The protocol states that the lab will autoclave biohazardous waste before disposing. As far as EH&S knows, there is no autoclave in the Gemini Science lab at Bunker Hill. Additionally, there is no permit to treat biohazardous waste there. EH&S will follow up on this.

BHR1-SS-010605 Dengue Virus Shresta ***Approved with Clarifications***

The committee requested the IBC Administrator to find out where (room # & biosafety hood S/N) Chris Benedict will be working with the virus at Science Center.

BHR4-CW-021605 Human Blood (vaccinia samples) Ware ***Approved***

BHR8-CW-021104a Influenza Virus (multi-strain) Ware ***Approved with Clarifications***

The committee requested the IBC Administrator to check with Beth Ford to see if the dose of influenza used in the mice is potentially dangerous to staff. The Committee also requests that the route be added to all biohazard protocols with associated animal protocols.

Renewals:

Biohazard Protocols (BHR)

BHR6-CW-022503b	Monkey Blood	Ware	***Approved***

The Committee requested the IBC Administrator to check with Beth Ford to see if individuals working with monkey blood need to be tested for TB as a part of LIAI's medical surveillance program.

BHR7-CW-022503b	Vaccinia	Ware	***Approved***

Discussion Follow-up:

In-Lab Biohazard Training Form - It was suggested that the IBC Administrator create a document for Principal Investigators & new employees to sign indicating that the new employee has been trained in the lab with the agent and therefore should be added to the protocol.

Hepatitis B Non-Converters – There are two individuals at LIAI that have not seroconverted after administration of the Hepatitis B vaccine. There is some concern that they might not be protected against the virus. The IBC Administrator will check on the CDC web site to see what they say about the topic and report back to EH&S. Additionally, a consent form will be made up for these individuals to sign that informs them of their risk while working with Human Blood.

There being no further business, the meeting adjourned at approximately 10:15am.

Respectfully Submitted,
Ms. Christine Worthington

Approved by the Biosafety Committee on:

2-22-06 By Dr. Alessandro Sette (Chairperson)

2-10-06 By Dr. Toshi Kawakami (Vice Chairperson)

2-7-6 By Mr. Mark Bouchard

2-28-06 By Mr. John Keegan

2-10-06 By Ms. Denise O'Masters

2/16/06 By Ms. Joyce Joseph

3/16/06
By

Dr. Beth Ford

02-07-06
By

Mr. Tom Wolfe

3/16/06
By

Dr. Sujan Shresta

MINUTES OF THE MEETING OF THE BIOSAFETY COMMITTEE OF THE LA JOLLA INSTITUTE FOR ALLERGY AND IMMUNOLOGY

A regular meeting of the Biosafety Committee of the La Jolla Institute for Allergy and Immunology was held in the Executive Conference Room of the Institute at 10355 Science Center Drive, San Diego, California 92121 on Wednesday, November 23, 2005 at 9:00am.

Members Present: Dr. Alessandro Sette, PH.D., Chairman
Dr. Toshi Kawakami, M.D., Ph.D., Vice Chair
Mr. Mark Bouchard
Mr. John Keegan
Ms. Denise O'Masters
Mr. Tom Wolfe
Ms. Joyce Joseph
Dr. Beth Ford, DVM, MPVM

Members Absent: Dr. Sujan Shresta, Ph.D.

Others Present: Ms. Christine Worthington

Dr. Alessandro Sette chaired the meeting

I. Old Business:

Minutes of last meeting: Minutes for the last meeting, held September 6, 2005, were not available. Will be approved at the next meeting.

II. New Business:

Annual Review:

Biohazard Protocols (BHR)

BHR2-HC-121304	Human Blood	Cheroutre	***Approved with Clarifications***
BHR5-MC-010604a	Listeria	Croft	***Cancelled***
BHR6-MC-010704a	Human Blood	Croft	***Approved with Clarifications***
BHR5-GS-111504	Monkey Blood	Kato	***Approved***
BHR3-TK-080204	Salmonella typhimurium	Kawakami	***Approved***
BHR1-TK-111103a	Human Cells	Kawakami	***Approved***
BHR2-DL-120904	Human Thymus	Lo	***Approved with Clarifications***
BHR1-SPS-070904	LCMV Armstrong	Schoenberger	***Approved with Clarifications***
BHR3-SPS-080403a	Listeria	Schoenberger	***Approved with Clarifications***

BHR1-SS-010605	Dengue Virus	Shresta	***Deferred to Jan '06 meeting***
BHR12-MvH-120604	Adeno-Associated Virus	von Herrath	***Approved***
BHR11-MvH-120604	Human Blood/ Serum	von Herrath	***Approved with Clarifications***
BHR1-TAB-111104	LCMV Armstrong	Banks (Ware)	***Approved***

Amendments:

Biohazard Protocols (BHR)

BHR2-TK-030204a	Vaccinia	Kawakami	***Approved with Clarifications***

Renewals:

Biohazard Protocols (BHR)

BHR1-MC-072501b	Human Tissue	Croft	***Cancelled***

Recombinant DNA (RDR)

RDR1-MC-082901	Role of Ox-40 and 4-IBB in CD4 T Cell and APC interactions	Croft	***Approved***
RDR1-ADS-092402	A Systematic Study of Immunodominace in T Cell Responses to Smallpox Vaccination	Sette	***Approved***

New Submissions:

Biohazard Protocols (BHR)

BHR4-HC-112305	Immune responses to recombinant Adeno/OVA	Cheroutre	***Approved with Clarifications***

Discussion Follow-up:

1. Most of the biohazard protocols list "Lysol" as a method of decontamination for work areas. EHS is unaware that the laboratories even have "Lysol". They are probably using 70% ethanol. Christine will e-mail the lab managers and find out what the labs are currently using for work area decontamination. Mark will create a reference table for the labs listing disinfectant choices, their effectiveness on various biohazards and their appropriate contact times. This will also be incorporated into EHS training.

2. It was suggested that LIAI needs to establish an approved process detailing what order protocols need to be approved. (Biohazard, Human Subjects & Animal Protocols) This was left as something to "think about".

There being no further business, the meeting adjourned at approximately 11am.

Respectfully Submitted,

Ms. Christine Worthington

Approved by the Biosafety Committee on:

By	Dr. Alessandro Sette (Chairperson)
12-29-05	
By	Dr. Toshi Kawakami (Vice Chairperson)
12-28-05	
By	Mr. Mark Bouchard
1/9/06	
By	Mr. John Keegan
12-18-05	Denise O'Masters
By	Ms. Denise O'Masters
1/25/06	Joyce Joseph
By	Ms. Joyce Joseph
1/31/06	
By	Dr. Beth Ford
12-29-05	
By	Mr. Tom Wolfe
1/5/06	
By	Dr. Sujan Shresta

MINUTES OF THE MEETING OF THE BIOSAFETY COMMITTEE OF THE LA JOLLA INSTITUTE FOR ALLERGY AND IMMUNOLOGY

. regular meeting of the Biosafety Committee of the La Jolla Institute for Allergy and Immunology was held in the Executive Conference Room of the Institute at 10355 Science Center Drive, San Diego, California 92121 on Tuesday, September 06, 2005 at 9:00am.

Members Present: Dr. Toshi Kawakami, M.D., Ph.D. Vice Chair
Ms. Denise O'Masters
Mr. Tom Wolfe
Dr. Beth Ford, DVM, MPVM
Mark Thompson

Members Absent: Dr. Alessandro Sette, PH.D., Chairman
Ms. Joyce Joseph
Dr. Sujan Shresta

Others Present: Ms. Tish Rodriguez

Dr. Toshi Kawakami chaired the meeting

I. Old Business

Minutes of last meeting: Minutes for the last meeting were approved

II. New Business:

Annual Review:

Biohazard Protocols (BHR)

1. **Crotty**	BHR1-SC-090403a	LCMV Armstrong & Clone 13	**Approved**
2. **Crotty**	BHR2-SC-102403a	Vaccinia Virus	**Approved**
3. **Kato**	BHR8-GS-111303a	Haemphilus influenza	**Approved with clarification**
4. **Kato**	BHR7-GS-091703a	LCMV Armstrong & Clone 13	**Approved**
5. **Kawakami**	BHR1-TK-111103a	Human Cells	**Missing as of 9/1/05**
6. **Kawakami**	BHR3-TK-080204	Salmonella typhimurium	**Missing**
7. **Kronenberg**	BHR1-MK-111403a	Human blood (normal/liver)	**Approved with clarification**
8. **Lo**	BHR1-DL-102904	Salmonella typhimurium	**Approved with clarification**
9. **Schoenberger**	BHR1-SPS-070904	LCMV Armstrong	**Approved with clarification**
10. **Schoenberger**	BHR3-SPS-080403a	Listeria	**Approved with clarification**
11. **Sette**	BHR1-ADS-102904	Influenza Virus	**Approved**
12. **Sette**	BHR2-ADS-102904	Vaccinia Virus (& recombinants)	**Approved**

13. **Von Herrath**	BHR9-MVH-110104	LCMV Pasteur	**Approved**
14. **Ware**	BHR3-CW-101303a	Adenovirus	**Approved**
15. **Ware**	BHR2-CW-101303a	CMV (rhesus, human, monkey)	**Approved with clarification**
16. **Ware**	BHR1-CW-101003a	Herpes Simplex Virus 1	**Approved**

Renewals:

Biohazard Protocols (BHR)

1. **Green**	BHR2-DRG-112002b	HIV Derived Lenti Constructs	**Canceled**
2. **Sette**	BHR3-ADS-112502b	Human Blood (HBV, HIV, HCV)	**Approved**
3. **Ware**	BHR5-CW-110702b	Human Herpes Virus	**Approved**

Recombinant DNA (RDR)

1. **Kronenberg** RDR1-MK-081402 — **Approved with clarification**
Antigen Presenting Function in Mouse & Human CD1 Molecules

New Submissions:

Biohazard Protocols (BHR)

1. **Shane Crotty**	Yellow Fever virus vaccine strain	**Approved**
2. **Shane Crotty**	Rhinovirus (RV)	**Approved with clarification**
3. **Shane Crotty**	Poliovirus vaccine strain	**Approved with clarification**

Discussion Follow-up:

1. Training for personnel using biohazards: On the new Biohazard protocol form, each lab member listed for using a specific biohazard must initial that he or she had read and understood the protocol form and all associated information concerning the biohazard they will be using.
2. The IBC Administrator will disperse all clarifications requested by the IBC in an offical document. These letters will be held on file in the Administrators office. Once clarifications are made, the IBC will grant final approval.

There being no further business, the meeting adjourned at approximately 11am

Respectfully Submitted,

Ms. Tish Rodriguez

Approved by the Biosafety Committee on:

By	Dr. Alessandro Sette (Chairperson)
12-29-05 By	Dr. Toshi Kawakami (Vice Chairperson)
By	Not Available Mr. Mark Thompson
12-6-05 By	Denise O'Masters for #10 only Ms. Denise O'Masters
By	Ms. Joyce Joseph
1/31/06 By	Dr. Beth Ford
12-29-05 By	Mr. Tom Wolfe
1/5/06 By	Dr. Sujan Shresta

Discussion Follow-up:

1. Training for personnel using biohazards: On the new Biohazard protocol form, each lab member listed for using a specific biohazard must initial that he or she had read and understood the protocol form and all associated information concerning the biohazard they will be using.
2. The IBC Administrator will disperse all clarifications requested by the IBC in an offical document. These letters will be held on file in the Administrators office. Once clarifications are made, the IBC will grant final approval.

There being no further business, the meeting adjourned at approximately 11am

Respectfully Submitted,

Ms. Tish Rodriguez

Approved by the Biosafety Committee on:

By	Dr. Alessandro Sette (Chairperson)
By	Dr. Toshi Kawakami (Vice Chairperson)
By	Mr. Mark Thompson
By	Ms. Denise O'Masters
By	Ms. Joyce Joseph
By	Dr. Beth Ford
By	Mr. Tom Wolfe
By	Dr. Sujan Shresta

MINUTES OF THE MEETING OF THE BIOSAFETY COMMITTEE OF THE LA JOLLA INSTITUTE FOR ALLERGY AND IMMUNOLOGY

A regular meeting of the Biosafety Committee of the La Jolla Institute for Allergy and Immunology was held in the Seminar Conference Room of the Institute at 10355 Science Center Drive, San Diego, California 92121 on Tuesday, June 7, 2005 at 11:30 pm.

Members Present: Dr. Toshi Kawakami, M.D., Ph.D. Vice Chair
Mr. Mark Thompson
Ms. Joyce Joseph
Ms. Becky Reinhart

Members Absent: Dr. Alessandro Sette, PH.D., Chairman
Ms. Beth Ford, DVM, MPVM

Others Present: Ms. Tish Rodriguez

Dr. Toshi Kawakami chaired the meeting

I. Old Business

Minutes of last meeting: Held on May 5, 2005 has been approved as written.

II. New Business:

Annual Review:

Biohazard Protocols (BHR)

BHR1-AA-070704	Human Blood (normal)	A. Altman	*Approved*
BHR4-AA-110703	LCMV Armstrong, clone 13- DELETED	A. Altman	*Approved*
BHR3-MC-080403a	Vaccinia Virus (WR Recomb)	M. Croft	*Approved*
BHR4-MC-080403a	Adenovirus (Recomb Ad5)	M. Croft	*Approved*
BHR3-SC-070804	Human Blood (normal)	S. Crotty	*Approved*
BHR4-GS-070904	Human Blood (norm., lymphoma, leukemia)	S. Kato	*Approved*
BHR9-GS-061104	Synovial Fluid	S. Kato	*Approved*
BHR4-MK-061703a	*Sphingobium yanoikuyae*	M. Kronenberg	*Approved*
BHR2-MK-051503a	*Sphingomonas paucimoblis*	M. Kronenberg	*Approved*
BHR3-MK-051503a	*Streptococcus pneumoniae*	M. Kronenberg	*Approved*
BHR5-ADS-070804	LCMV Armstrong (arenavirus)	A. Sette	*Approved*
BHR3-SPS-080403a	Listeria	S. Schoenberger	*Approved*
BHR1-SPS-070904	LCMV Armstrong	S. Schoenberger	*Approved*

BHR7-MvH-070804	Mouse Hepatitis Virus	M. von Herrath	***Approved***
BHR1-MvH-070804	Cocksakie A & B	M. von Herrath	***Approved***
BHR8-MvH-070904	Influenza	M. von Herrath	***Approved***
BHR4-MvH-070804	LCMV Armstrong	M. von Herrath	***Approved***
BHR5-MvH-070904	Vaccinia	M. von Herrath	***Approved***
BHR2-MvH-070904	Adenovirus	M. von Herrath	***Approved***

Renewals:

Biohazard Protocols (BHR)

BHR1-CB-070302b	CMV (human, rhesus, monkey)	C. Ware (C. Benedict)	***Approved***

Recombinant DNA (RDR)

RDR2-DRG-031102	"Regulation of Apoptosis in Drosophilia"	D. Green	***Approved***
RDR4-DRG-071102	"Study of p563-mediated Apoptosis"	D. Green	***Approved***
RDR1-CB-070302	"Expression of Anti-immune Defense Genes"	C. Ware (C. Benedict)	***Approved***
RDR2-CB-070302	"Expression of Proteins with Retrovirus System"	C. Ware (C. Benedict)	***Approved***

New Submissions:

Biohazard Protocols (BHR)

BHR3-HC-051905	Listeria	H. Cheroutre	***Approved***
BHR9-CW-051605	Human Blood (serum, Rush Medical Center)	C. Ware	***Approved***

Discussion Follow-up:

1. New Biosafety Protocol- The new form was reviewed and changes were requested. The new protocol will be implemented as soon as all committee members approve of the changes.

2. A new scientist committee member will have to be found, as Pat Fitzgerald will no longer be at LIAI. The suggestion is for a member of Dr. von Herrath's lab to sit on the committee.

3. Infectious/Biohazardous shipping was discussed. EHS Manager, Mark Thompson, and EHS Specialist, Chris Edwards, will attend all day training for this training. The shipping may be centralized with Ben Rivera in the Receiving Department. This will be discussed in detail with the Executive staff and decided on at a later date.

There being no further business, the meeting adjourned at approximately 2:30 p.m.

Respectfully Submitted,

Ms. Sara "Tish" Rodriguez

Approved by the Biosafety Committee on:

9/7/05 By Dr. Alessandro Sette (Chairperson)

9/1/05 By Dr. Toshi Kawakami (Vice Chairperson)

9/2/05 By Mr. Mark. Thompson

8-31-05 By Ms. Becky Reinhart

9/10/05 By Ms. Beth Ford

1/25/06 By Ms. Joyce Joseph

MINUTES OF THE MEETING OF THE BIOSAFETY COMMITTEE OF THE LA JOLLA INSTITUTE FOR ALLERGY AND IMMUNOLOGY

A regular meeting of the Biosafety Committee of the La Jolla Institute for Allergy and Immunology was held in the Seminar Conference Room of the Institute at 10355 Science Center Drive, San Diego, California 92121 on Thursday, May 5, 2005 at 9:00 am.

Members Present: Dr. Alessandro Sette, PH.D., Chairman
Dr. Toshi Kawakami, M.D., Ph.D. Vice Chair
Mr. Patrick Fitzgerald
Ms. Beth Ford, DVM, MPVM
Ms. Tamara Fox
Ms. Joyce Joseph

Members Absent: Ms. Becky Reinhart

Visitor: Ms. Tish Rodriguez

Dr. Alessandro Sette chaired the meeting

I. Old Business

Minutes of last meeting: Held on February 23, 2005 have been approved as written.
The committee members did not meet on April 19th as originally planned due to scheduling conflicts. The meeting was postponed until May 5, 2005.

II. New Business:

Annual Review:

BHRs

BHR2-TAB-040204a	Adenovirus	T. Banks	***Approved***
BHR1-HC-031903b	LCMV	H. Cheroutre	***Approved***
BHR3-DRG-031404a	Human Blood	D. Green	***Approved***
BHR2-TK-030204a	Vaccinia virus	T. Kawakami	***Approved***
BHR2-GS-032304a	Influenza	S. Kato	***Approved***
BHR3-GS-032404a	Human Tissue	S. Kato	***Approved***
BHR6-GS-031703b	Human Blood	S. Kato	***Approved***
BHR3-MK-051503b	*Streptococcus pneumoniae*	M. Kronenberg	***On-Hold***
BHR4-ADS-040104a	SARS	A. Sette	***Approved***

Renewals:
RDRs and BHRs
No RDRs or BHRs are due for renewal in the second quarter

New Protocols:

RDRs

RDR1-MH-032305	Adenovirus	A. Altman/M. Hundt	*Approved*

BHRs

BHR1-MH-032305	Adenovirus	A. Altman/M. Hundt	*Approved*
BHR5-MK-041905	*Borrelia burgdorferi*	M. Kronenberg	*Approved*
BHR6-MK-041905	*Shingomonas capsulata*	M. Kronenberg	*Approved*
BHR4-SC-050405	Epstein-Barr Virus	S. Crotty	*Approved*
BHR13-MVH-050305	Human Blood	M. Von Herrath	*Approved*

Discussion Follow-up:

1. The committee agreed that due to the scale-up production of *Streptococcus pneumoniae* (up to 10 Liters) under Dr. Kronenbergs biohazard protocol, BHR3-MK-051503b, and other bacterial work within the BSL2-3 room (2031), that groups working with monkey blood could conduct these experiments at a BSL2-level within the labs. Gemini Science and MI-1 (Carl Ware) are the two groups that currently work with monkey blood. An e-mail notification will be sent to both groups to inform personnel of these changes.

   The two visiting scientists for Gemini Science conducting work with human cells and monkey blood will receive training for the safe handling of monkey blood, the Bloodborne pathogens standard, and general safety prior to starting work. EH&S will also intiate the required medical surveillance.

   Gemini provided an amended protocol, and a summary of the procedures involving the monkey blood and human cell experiment. This is filed with the current biohazard protocol.

2. The committee members discussed if biohazard protocols should be submitted for established cell lines. It was decided that a comparison of procedures of other academic institutions (e.g., Harvard, Yale, Stanford) should be conducted by EH&S before the next IBC meeting.

3. The committee discussed conducting a review of biohazard protocols for Gemini Science Bunker Hill (second floor). Currently, Gemini Science submits their protocols to LAB for review; however, due to the consolidation of labs when the new building is completed, it may be best to begin introducing this group to the LIAI IBC procedures and review process. Submittals from Gemini Science Bunker Hill (second floor) will be voluntary at this time.

4. Sujan Shresta's BSL-2 lab was ready for move-in, and the biosafety cabinet was certified prior to her arrival.

5. David Lo has updated his recently approved protocol for Human Tissue (BHR2-DL-120904) to include the use of the cryostat in the DI-3 lab (2100) and for –80 storage in the CI-3 lab (1500).

6. Alex mentioned that the Faculty discussed adding Sujan Shresta as a member of the IBC. Ms. Fox will confirm this with Mitch Kronenberg.

7. Beth Ford informed the members that the Scripps GCRC currently used by approved Faculty for Human Subjects protocols has now moved under the purview of TSRI.

8. The committee discussed a non-binding recommendation for M.Kronenberg's protocol for scale-up of *Streptococcus pneumoniae* (BHR3-MK-051503b). Dr. Kronenberg will be informed that his protocol is on hold pending consideration of the committees recommendations for immunization, respiratory protection level, and limiting the number of personnel performing the scale-up experiments.

9. Ms. Fox informed the committee members that the NIH OBC announced at the PRIM&R/ARENA conference, that the will be conducting random inspections of institutes receiving NIH funding. The inspections are meant to assess compliance with NIH OBC requirements, and to gain an understanding of how Institutional IBCs conduct and document meetings, review procedures, and other business. Ms. Fox also discussed the requirement under the Sunshine law for disclosure of IBC meeting information. Ms. Fox will distribute a recent article regarding Tulane University via e-mail.

Approved by the Biosafety Committee on:

By	Dr. Alessandro Sette (Chairperson)
By	Dr. Toshi Kawakami (Vice Chairperson)
By	Mr. Patrick Fitzgerald
By	Ms. Tamara Fox
By	Ms. Becky Reinhart
By	Ms. Beth Ford
By	Ms. Joyce Joseph

Signatures being obtained by Josh on 5/19/05

MINUTES OF THE MEETING OF THE BIOSAFETY COMMITTEE OF THE LA JOLLA INSTITUTE FOR ALLERGY AND IMMUNOLOGY

A regular meeting of the Biosafety Committee of the La Jolla Institute for Allergy and Immunology was held in the Seminar Conference Room of the Institute at 10355 Science Center Drive, San Diego, California 92121 on Wednesday, February 23, 2005 at 9:00 am.

Members Present: Dr. Alessandro Sette, PH.D., Chairman
Dr. Toshi Kawakami, M.D., Ph.D. Vice Chair
Mr. Patrick Fitzgerald
Ms. Tamara Fox
Ms. Joyce Joseph

Members Absent: Ms. Becky Reinhart
Ms. Beth Ford, DVM, MPVM

Visitor: Ms. Tish Rodriguez

Dr. Alessandro Sette chaired the meeting

I. Old Business

Minutes of last meeting: Have been approved as written.

II New Business:

Annual Review:

BHRs

BHR1-TAB-111302b	LCMV Armstrong	T. Banks	*Approved*
BHR5-MC-010604a	Listeria	M. Croft	*Approved*
BHR6-MC-010704a	Human Blood	M. Croft	*Approved*
BHR1-UC-011303b	LCMV Armstrong	U. Christen	*Approved*
BHR2-DRG-112002b	Lenti	D. Green	*Approved*
BHR1-EJ-020904a	VSV Ind.	E. Janssen	*Approved*
BHR8-GS-111303a	Influenza	S. Kato	*Approved*
BHR1-TK-111103a	Human Blood	T. Kawakami	*Approved*
*BHR1-MK-111403a	HuB	M. Kronenberg	*Approved*
*BHR2-SPS-111902b	Vaccinia	S. Schoenberger	*On-Hold*
BHR3-ADS-112502b	Human Blood	A. Sette	*Approved*
BHR12-MVH-111902b	AAV	M. Von Herrath	*Approved*
BHR5-CW-110702b	Human Herpes Virus	C. Ware	*Approved*
BHR6-CW-022503b	Monkey blood	C. Ware	*Approved*

Renewals:

RDRs

RDR1-AA-010805	Various Signaling Proteins	A. Altman	***Approved***
RDR1-DRG-11404	FAS-ligand	D. Green	***Approved***
RDR1-DN-020205 (Exempt)	Mechanisms of Aptosis	D. Newmeyer	***Exempted***

C. Bonzon to submit new RDR for RDNA not identified in Don New Meyer's exempted.

BHRs

BHR4-CW-120501b	Human Blood	C. Ware	***Approved***

New Protocols:

RDRs

RDR-SC-021605	Various T cell expressed proteins	S. Crotty	***Approved***
RDR1-SS-022805	Dengue Virus	S. Shresta	***Approved***
RDR1-CW-021605xmt	DNA sequences of cytokines	C. Ware	***Exempted***

BHRs

BHR2-HC-121304	Human T Blood Cells	H Cheroutre	***Provisional-Changes***
BHR–UC-021605	Human Serum	U. Christen	***Approved***
BHR10-GS-020905	MRSA	S. Kato	***Approved***
BHR2-DL-120804	Human Tissue	D. Lo	***Approved***
BHR1-SS-02805	Dengue Virus	S. Shresta	***Approved***
BHR11-MvH-120604	Human Serum	M. von Herrath	***Approved***

Discussion Follow-up:

1. Ms. Fox will confirm BSL-2 suite availability prior to Dr. Shresta's arrival.
2. Protocols identifying two agents e.g., Human Blood and Vaccinia were updated to reflect Medical Surveillance status for personnel. There vaccination table now reflects Hepatitis B Titer and Vaccinia Vaccination status.

Approved by the Biosafety Committee on:

3/17/05	
By	Dr. Alessandro Sette (Chairperson)
3/21/05	
By	Dr. Toshi Kawakami (Vice Chairperson)
3-30-05	
By	Mr. Patrick Fitzgerald
3/14/05	
By	Ms. Tamara Fox
5-6-05	
By	Ms. Becky Reinhart
4/22/05	
By	Ms. Beth Ford
4/18/05	
By	Ms. Joyce Joseph

MINUTES OF THE MEETING OF THE BIOSAFETY COMMITTEE OF THE LA JOLLA INSTITUTE FOR ALLERGY AND IMMUNOLOGY

A regular meeting of the Biosafety Committee of the La Jolla Institute for Allergy and Immunology was held in the Aquarium Conference Room of the Institute at 10355 Science Center Drive, San Diego, California 92121 on Monday, November 15, 2004 11:00 a.m.

Members Present: Dr. Alessandro Sette, Chairman
Mr. Patrick Fitzgerald
Ms. Tamara Fox
Ms. Becky Reinhart
Ms. Beth Ford

Members Absent: Dr. Toshi Kawakami, Vice Chair
Ms. Joyce Joseph

Dr. Alessandro Sette chaired the meeting

I. Old Business

Minutes of last meeting: Have been approved as written.

Approvals on Hold:

otocol	Action	PI	IBC Action
RDR3-SC-052404	Vaccinia (Reference to BHR2-SC-102403 incorporated into RDR to address IBC questions)	S. Crotty	Approved
BHR7-MVH-070804	Removed animal use from protocol	M. Von Herrath	Approved

Provisional Approvals:

Protocol	Action	PI	IBC Action
RDR 2-MVH-051304	Clarified source organism and vector	M. Von Herrath	Approved
BHR4-DRG-031004	Updated Part III. Agent Information of biosafety protocol	D. Green	Approved

II. New Business:

Annual Review:

Protocol	Agent	PI	IBC Action
BHR2-CB-090403a	Influenza	C. Benedict	Approved
BHR1-SC-090403a	LCMV	S. Crotty	Approved
BHR2-SC-102403a	Vaccinia	S. Crotty	Approved
BHR1-CW-101303a	Herpes Simplex	C. Ware	Approved
BHR2-CW-101303a	CMV	C.Ware	Approved
BHR3-CW-101303a	Adenovirus	C. Ware	Approved
BHR7-GS-091703a	LCMV	S. Kato	Approved

II. New Business Continued:

Renewals:

Protocol	Agent	PI	IBC Action
3HR6-MVH-110104	Pinchinde Virus	M. Von Herrath	**Approved**
3HR9-MVH-110104	LCMV	M. Von Herrath	**Approved**
3HR1-ADS-102904	Influenza	A. Sette	**Approved**
3HR2-ADS-102904	Vaccinia	A. Sette	**Approved**
3HR5-GS-111504	Monkey Blood	S. Kato	**Approved**

New Protocols:

Protocol	Agent	PI	IBC Action
3HR3-TK-080204	Salmonella Typhimurium	T. Kawakami	**Approved**
3HR1-DL-102904	Salmonella Typhimurium	D. Lo	**Approved**

Discussion Follow-up:

1. Needlesticks and animal bites in AF Infection Room 10. New injury 11/14/04 – Post exposure Management Plan implemented for employee stuck with needle used to inject LCMV infected mice with anti-mouse ligand. Ms. Fox to follow up with Ms. Denise O' Masters to observe techniques and possible implement retraining of personnel after initial evaluations are completed.
2. REO Virus - Grant Pending for E. Janssen. Ms. Fox to confirm if virus is animal or human source
3. Staphyloccocus Aureus - Gemini Science (BH-3rd Floor)-Protocol to be submitted by S.Kato
4. Monkey Blood Training- completed On 9/24/04 by Beth Ford for LIAI/Gemini employees of C. Ware/ and S. Kato.
5. Flu vaccine shortage – personnel working with Influenza may not be able to be vaccinated due to the shortage
6. Streptococcus pnuemoniae - CDC Permit to import from Japan. Ms. Fox is assisting Y. Kinjo (M. Kronenberg) with documents.
7. Ms. Fox confirmed with Prudential (laundry service) that lab coats disposed of into the bin identified as biohazardous are handled using appropriate PPE and laundered separately from non-contaminated lab coats, scrubs, etc. Procedures detailing the laundering and handling requirements from Prudential are pending.

Approved by the Biosafety Committee on:

11/15/04	
By	Dr. Alessandro Sette (Chairperson)
12/8/04	
By	Dr. Toshi Kawakami (Vice Chairperson)
12-21-04	
By	Mr. Patrick Fitzgerald
11/15/04	
By	Ms. Tamara Fox
12-22-04	
By	Ms. Becky Reinhart
By	Ms. Beth Ford
By	Ms. Joyce Joseph

MINUTES OF THE MEETING OF THE BIOSAFETY COMMITTEE OF THE LA JOLLA INSTITUTE FOR ALLERGY AND IMMUNOLOGY

A regular meeting of the Biosafety Committee of the La Jolla Institute for Allergy and Immunology was held in the Aquarium Conference Room of the Institute at 10355 Science Center Drive, San Diego, California 92121 on Wednesday, July 14, 2004 at 1:00 P.M.

Members Present:	Dr. Alessandro Sette, Chairman Mr. Patrick Fitzgerald Ms. Connie Hanson Ms. Becky Reinhart Ms. Beth Ford
Members Absent:	Dr. Toshi Kawakami, Vice Chair Ms. Joyce Joseph
Visitor:	Ms. Tamara Fox

Dr. Alessandro Sette chaired the meeting

I. Old Business

Minutes of last meeting: Have been approved as written.

Approvals on Hold:

RDR1-SC-020304	Protocols separated.	**Approved**
BHR4-ADS-040104	Additional source information accepted.	**Approved**

Provisional Approvals:

RDR2-ADS-012604	Question under Description of Host answered.	**Approved**
BHR7-CW-022503a	Information about listed strains provided.	**Approved**
BHR6-CW-022503a	Personnel training requested. Training completed 7/8/04. *Note:* Dr. Ford suggested further training for all employees working with monkey blood (see ***Discussion*** below).	**Approved**
BHR2-GS-032304	Strains confirmed; new strain added.	**Approved**
BHR4-DRG-031004	Clarification of pathogenic potential not given.	**On Hold**

II. New Business

Annual Reviews:

BHR2-MK-051503a	S. paucimobilis	Kronenberg	**Approved**
BHR3-MK-051503a	S. pneumoniae	Kronenberg	**Approved**
BHR4-MK-061703a	S. yanoikuyae	Kronenberg	**Approved**
BHR3-MC-080403a	Vaccinia virus	Croft	**Approval**
BHR4-MC-080403a	Adenovirus	Croft	**Approval**

BHR3-SPS-080403a	Listeria	Schoenberger	**Approved**
BHR1-CB-070302b	CMV *Note:* Add personnel to monkey blood training.	Benedict	**Approved**

Renewals:

RDR1-GS-061704	Kato	**Approved**	
BHR1-SPS-070904	LCMV	Schoenberger	**Approval**
BHR1-AA-070704	Human blood	Altman	**Approved**
BHR4-GS-070804	Human Blood	Kato	**Approved**
BHR1-MVH-070804	Coxsackie A & B	von Herrath	**Approved**
BHR2-MVH-070904	Adenovirus	von Herrath	**Approved**
BHR4-MVH-070804	LCMV	von Herrath	**Approved**
BHR5-MVH-070904	Vaccinia	von Herrath	**Approved**
BHR7-MVH-070804	MHV Pending address of issues of density, crowding, review of practices and waste handling.	von Herrath	**ON Hold**
BHR8-MVH-070904	Influenza	von Herrath	**Approved**

New Protocols:

RDR2-MVH-051304	von Herrath Clarification of source organism and vector requested.	**Provisional Approved**	
RDR3-MVH-052404	von Herrath	**Approval**	
RDR2-SC-052404	Crotty Designate strain; establish verification of immunization for those working with virus; designate BSL-2/3 room for work.	**Not Approved**	
RDR3-SC-052404	Crotty	**Approved**	
BHR5-ADS-062404	LCMV	Sette	**Approved**
BHR9-GS-061104	Synovial fluid No BSL-2/3 room designation required.	Kato	**Approved**

Discussions:

1. Due to a relief in overcrowding of the room, needle sticks and animal bites in AF Infection Room 10 have not occurred this quarter. A notice of the importance to slow down to reduce possible injury, and to suggest anesthesia be used if possible was posted.
2. Due to increased numbers of protocols involving the use of monkey blood, the IBC has recommended that Dr. Ford and Ms. Fox work together to set up specialized training informing users about hazards.

Approved by the Biosafety Committee on:

By	Dr. Alessandro Sette (Chairperson)
By	Dr. Toshi Kawakami (Vice Chairperson)
8-3-04	Pat Fitz
By	Mr. Patrick Fitzgerald
8-3-04	Connie Hanson (BR)
By	Ms. Connie Hanson
8-3-04	Becky Reinhart
By	Ms. Becky Reinhart
7/22/04	
By	Ms. Beth Ford
8/5/04	Joyce Joseph
By	Ms. Joyce Joseph

MINUTES OF THE MEETING OF THE BIOSAFETY COMMITTEE OF THE LA JOLLA INSTITUTE FOR ALLERGY AND IMMUNOLOGY

A regular meeting of the Biosafety Committee of the La Jolla Institute for Allergy and Immunology was held in the Executive Conference Room of the Institute at 10355 Science Center Drive, San Diego, California 92121 on Thursday, April 15, 2004 at 12:30 P.M.

Members Present:
Dr. Alessandro Sette, Chairman
Dr. Toshi Kawakami, Vice Chair
Mr. Patrick Fitzgerald
Ms. Connie Hanson
Ms. Becky Reinhart
Ms. Beth Ford
Ms. Joyce Joseph

Dr. Alessandro Sette chaired the meeting, with Dr. Toshiaki Kawakami chairing portions.

I. Old Business

Minutes of last meeting: Have been approved as written.

Approval on Hold:

BHR3-SPS-080403	Listeria concerns addressed: non-infectivity confirmed.	**Approved**

Provisional Approvals:

BHR6-MVH-061501	Pichinde virus as a human pathogen clarified.	**Approved**
BHR2-SPS-111902	Smith strain was incorrectly listed and has been removed.	**Approved**
BHR2-CW-101303	Human CMV is not being inserted into animals.	**Approved**
BHR12-MVH-111902	AAV – no increased pathogenicity of IL-4 encoded virus reported in the literature.	**Approved**

III. New Business

Annual Reviews:

BHR5-GS-112801b	Monkey blood	Kato	**Approved**
BHR4-CW-120501b	Human blood	Ware	**Approved**
BHR1-UC-011303a	LCMV	Christen	**Approved**
BHR7-CW-022503a	Vaccinia virus Address strains and provide more information.	Ware	**Provisional Approval**
BHR6-CW-022503a	Monkey blood The required training for personnel must be clarified.	Ware	**Provisional Approval**
BHR1-HC-031903a	LCMV	Cheroutre	**Approved**
BHR6-GS-031703a	Human blood	Kato	**Approved**

Renewals:

BHR8-CW-021104	Influenza virus	Ware	**Approved**
BHR2-GS-032304	Influenza virus	Kato	**Provisional Approval**
	Confirm strains to be used.		
BHR3-GS-032404	Human tissue	Rogers	**Approved**
BHR2-TAB-040204	Adenovirus	Banks	**Approved**

New Protocols:

RDR1-MVH-012604	von Herrath	**Approved**	
RDR2-ADS-012604	Sette	**Provisional Approval**	
	Answer question under Description of Host(s).		
RDR1-SC-020304	Crotty	**On Hold**	
	Separate agents throughout and resubmit separate protocols.		
RDR1-DS-032604	Spierings	**Approved**	
RDR3-ADS-033104	Sette	**Approved**	

BHR5-MC-010604	Listeria	Croft	**Approved**
BHR6-MC-010704	Human blood	Croft	**Approved**
BHR1-EJ-020904	VSV	Janssen	**Approved**
BHR3-DRG-031004	Human blood	Green	**Approved**
BHR4-DRG-031004	EBV	Green	**Provisional Approval**
	Provide clarification on page 2, pathogenic potential.		
BHR2-TK-030204	Vaccinia virus	Kawakami	**Approved**
BHR4-ADS-040104	SARS-VRP	Sette	**On Hold**
	Additional source required on the pathogenic potential of VEE.		

Discussions:

1. Needle sticks and animal bites in AF Infection Room 10: Committee recommended that Room 10 usage be monitored until the next meeting to see if this is a trend, posting a notice of the importance to slow down to reduce possible injury, and to suggest anesthesia be used if possible.
2. BSL-2/3 shaker accident: Incident was contained to equipment and entire area was cleaned twice.
3. Listeria-infected mice location: To remain on ventilated rack.
4. Vaccinia-infected mice location: Relocate intranasal protocols to ventilated rack.

Approved by the Biosafety Committee on:

6-25-04 _____
By Dr. Alessandro Sette (Chairperson)

6-25-04 _____
By Dr. Toshi Kawakami (Vice Chairperson)

6-23-04 _____
By Mr. Patrick Fitzgerald

6/1/04 _____
By Ms. Connie Hanson

6-22-04 _____
By Ms. Becky Reinhart

6/4/04 _____
By Ms. Beth Ford

6/17/04 _____
By Ms. Joyce Joseph

MINUTES OF THE MEETING OF THE BIOSAFETY COMMITTEE OF THE LA JOLLA INSTITUTE FOR ALLERGY AND IMMUNOLOGY

A regular meeting of the Biosafety Committee of the La Jolla Institute for Allergy and Immunology was held in the Aquarium Conference Room of the Institute at 10355 Science Center Drive, San Diego, California 92121 on Monday, December 1, 2003 at 12:00 P.M.

Members Present: Dr. Alessandro Sette, Chairman
Dr. Toshiaki Kawakami, Vice Chair
Mr. Patrick Fitzgerald
Ms. Connie Hanson
Ms. Joyce Joseph
Ms. Beth Ford

Member Absent: Ms. Becky Reinhart

Dr. Alessandro Sette chaired the meeting with Dr. Toshiaki Kawakami chairing portions.

I. Old Business

***Minutes of last meeting*:** Have been approved as written and signed by all members.

Provisional Approvals:

BHR1-MC-07251b Placed on hold until work begins at which time protocol must be resubmitted listing where tissue obtained.

BHR4-MK-061703 Clarification of habitat included; final approval given.

II. New Business

A. Annual Reviews:

1. BHR6-MVH-061501	Pichinde virus	M. von Herrath	**Provisional Approval**
	page 2 – determine if this is a human pathogen		
2. BHR9-MVH-072401	LCMV Pasteur and WE	M. von Herrath	**Approved**
3. BHR1-SPS-082101	LCMV Armstrong	S. Schoenberger	**Approved**
4. BHR2-SPS-111902	Vaccinia virus	S. Schoenberger	**Provisional Approval**
	provide more information about the Smith strain		
5. BHR4-GS-082701	Normal donor human blood	P. Rogers	**Approved**
6. BHR5-CW-110702	Human Herpes-6, 6b, 7	C. Ware	**Approved**
7. BHR1-TAB-111302	LCMV Armstrong	T. Banks	**Approved**
8. BHR1-ADS-092002	Influenza	A. Sette	**Approved**
	update animal protocol number		
9. BHR2-ADS-092002	Vaccinia virus	A. Sette	**Approved**
	update animal protocol number		
10. BHR3-ADS-112502	Normal human blood	A. Sette	**Approved**
11. BHR2-DRG-11202	HIV-derived Lenti viral constructs	D. Green	**Approved**

B. Renewals:

1. RDR1-HC-081703	H. Cheroutre	**Approved**	
2. RDR1-YCL-090903	Y-C. Liu	**Approved**	
	remove "animal" from the Sequence section		
3. RDR2-MC-101603	M. Croft	**Approved**	
4. RDR2-CW-101503	C. Ware	**Approved**	
5. RDR3-CW-101503	C. Ware	**Provisional Approval**	
	define "virus" in the Sequence section		
6. RDR4-CW-101503	C.Ware	**Approved**	
7. RDR1-CS-110703	C. Sedwick (formerly A. Altman's)	**Approved**	

1. BHR1-CW-101303	Herpes Simplex virus-1	C. Ware	**Approved**
2. BHR2-CW-101303	Human CMV	C. Ware	**Provisional Approval**
	clarify if this is being inserted into animals		
3. BHR3-CW-101303	Adenovirus	C. Ware	**Approved**
4. BHR1-CS-110603	Human blood with HIV	C. Sedwick (formerly A.Altman's)	**Approved**
	page 2 - change to a BSL-2/3 level		
5. BHR1-TK-111103	Normal human cord blood	T. Kawakami	**Approved**
	page 2 - list agent as being obtained from Scripps Memorial Hospital		
6. BHR1-MK-111403	Normal human blood	M. Kronenberg	**Approved**
7. BHR12-MVH-111902	AVA	M.von Herrath	**Provisional Approval**
	present data as to whether this IL-4 encoded virus enhances pathogenicity		

C. New Protocols:

1. BHR3-SPS-080403	Listeria monocytogenes	S. Schoenberger	**Approval on Hold**
	remove "wild type" from this protocol and present in a second protocol		
	list the animal protocol number		
	present information confirming "non-infectivity" of agent if commercial		
	demonstrate attenuation if not commercial		
	present how do other labs handle this agent		
2. BHR3-MC-080403	Vaccinia virus WR	M. Croft	**Approved**
3. BHR4-MC-080403	Adenovirus Ad5	M. Croft	**Approved**
4. BHR2-CB-090403	Influenza	C. Benedict	**Approved**
5. BHR1-SC-090403	LCMV Armstrong	S. Crotty	**Approved**
6. BHR2-SC-102403	Vaccinia	S. Crotty	**Provisional Approval**
	add FACS statement to pages 3 and 5		
7. BHR3-SC-102403	Normal human blood	S. Crotty	**Approved**
8. BHR7-GS-091703	LCMV Armstrong	S. Kato	**Approved**
9. BHR4-AA-110703	LCMV Armstrong	A. Altman	**Approved**
10. BHR8-GS-111303	H. influenzae	S. Kato	**Approved**
	page 4, change PI to S. Kato		

Discussions:

•Animal Room 10 issue: determine which agents in Room 10 must be maintained in the ventilated racks and which may be moved out to the shelves. Agents determined to remain in the ventilated rack are:

Coxsackie A & B
Haemophilus influenzae
Influenza

Listeria
Mouse Hepatitis
Pichinde
Theiler's

•Shane Crotty brought a vial of wild type poliovirus cDNA in a plasmid from his former lab. This must be registered with the CDC. He will include this in his RDR protocol. There are no plans to work with this agent at this time and he will submit a BHR when he is ready to begin working with it.

Approved by the Biosafety Committee on:

1/24/04 By Dr. Alessandro Sette (Chairperson)

1/12/04 By Dr. Toshiaki Kawakami (Vice Chairperson)

1-12-04 By Mr. Patrick Fitzgerald

1/12/04 By Ms. Connie Hanson

1/15/04 By Ms. Becky Reinhart

12/31/03 By Ms. Beth Ford

01/08/04 By Ms. Joyce Joseph

MINUTES OF THE MEETING OF THE BIOSAFETY COMMITTEE OF THE LA JOLLA INSTITUTE FOR ALLERGY AND IMMUNOLOGY

A regular meeting of the Biosafety Committee of the La Jolla Institute for Allergy and Immunology was held in the Executive Conference Room of the Institute at 10355 Science Center Drive, San Diego, California 92121 on Friday, July 18, 2003 at 12:00 P.M.

Members Present: Dr. Alessandro Sette, Chairman
Dr. Toshi Kawakami, Vice Chair
Dr. Sally Sarawar
Mr. Patrick Fitzgerald
Ms. Connie Hanson
Ms. Joyce Joseph

Member Absent: Ms. Becky Reinhart
Ms. Beth Ford

Dr. Alessandro Sette chaired the meeting.

I. Old Business

***Minutes of last meeting*:** Have been approved as written and signed by all members.

SOP for Select Agents: The "Standard Operating Procedures for Ordering Select Agents and Maintaining Inventories" was reviewed and approved by committee members. Information about Select Agents has been added to the training schedule.

Monkey blood protocols: Dr. Ford had provided information to the committee members about risks associated with handling of monkey blood. The committee requested risk information be provided to the Investigators.

Provisional Approvals: The committee discussed and approved the use of "Provisional Approvals" for those protocols the committee approves pending minor updates or additional information. Full approval will then be granted once the changes or information have been submitted.

Protocols:

BHR10-MVH-121201 Animal protocol number was added; final approval given.

BHR5-GS-112801 Monkey blood obtained from a colony at SNBL Limited; final approval given.

BHR3-GS-030901 This protocol is not being used at this time and was put on hold. Will resubmit if studies are to begin.

BHR6-GS-031703 Human blood obtained from GCRB and cord blood is obtained from Scripps Memorial Hospital; final approval given.

BHR6-CW-022503 Monkey blood obtained from UC Davis Primate Center; final approval given

II. New Business

A. Annual Reviews:

1.	BHR1-CB-070302a	Human, Rhesus, and Murine CMV	C. Benedict	**Approved**
2.	BHR5-SS-052202a	Hemophilus influenzae	S. Sarawar	**Approved**
3.	BHR1-AA-050901b	Normal Human Blood	A. Altman	**Approved**
4.	BHR1-MC-07251b	Human Tissue List where tissue is obtained.	M. Croft	**Provisional Approval**
5.	BHR2-MC-070502a	Saccharopolyspora rectivirgula Project on hold – personnel not available to begin studies. Will resubmit.	M. Croft	**On Hold**
6.	BHR1-ANA-072601b	Adeno-associated Virus	A. Attinger	**Approved**
7.	BHR1-MVH-061401b	Coxsackie A & B	M. von Herrath	**Approved**
8.	BHR2-MVH-061401b	Adenovirus	M. von Herrath	**Approved**
9.	BHR4-MVH-061401b	LCM-Armstrong	M. von Herrath	**Approved**
10.	BHR5-MVH-061401b	Vaccinia	M. von Herrath	**Approved**
11.	BHR7-MVH-061501b	Mouse Hepatitis Virus	M. von Herrath	**Approved**
12.	BHR8-MVH-070501b	Influenza	M. von Herrath	**Approved**

B. New Protocols:

1.	BHR2-MK-051503	Sphingomonas paucimobilis	Kronenberg	**Approved**
2.	BHR3-MK-051503	Streptococcus pneumoniae	Kronenberg	**Approved**
3.	BHR4-MK-061703	Sphingobium yanoikuyae Clarification needed: what does it infect? What is its natural habitat?	Kronenberg	**Provisional Approval**

Discussions:

•Biosafety web site being updated for all SOPs.
•Question on Select Agents list. SARS is not on the list; cells or tissue must be paraformaldehyde fixed.

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8/15/03 — By Dr. Alessandro Sette (Chairperson)

8/18/03 — By Dr. Toshi Kawakami (Vice Chairperson)

8/13/03 — By Dr. Sally Sarawar

8-18-03 — By Mr. Patrick Fitzgerald

8/13/03 — By Ms. Connie Hanson

By Ms. Becky Reinhart

By Ms. Beth Ford

By Ms. Joyce Joseph

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4.	BHR1-MC-07251b	Human Tissue	M. Croft	**Provisional Approval**
		List where tissue is obtained.		
5.	BHR2-MC-070502a	Saccharopolyspora rectivirgula	M. Croft	**On Hold**
		Project on hold – personnel not available to begin studies. Will resubmit.		
6.	BHR1-ANA-072601b	Adeno-associated Virus	A. Attinger	**Approved**
7.	BHR1-MVH-061401b	Coxsackie A & B	M. von Herrath	**Approved**
8.	BHR2-MVH-061401b	Adenovirus	M. von Herrath	**Approved**
9.	BHR4-MVH-061401b	LCM-Armstrong	M. von Herrath	**Approved**
10.	BHR5-MVH-061401b	Vaccinia	M. von Herrath	**Approved**
11.	BHR7-MVH-061501b	Mouse Hepatitis Virus	M. von Herrath	**Approved**
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2. BHR3-MK-051503	Streptococcus pneumoniae	Kronenberg	**Approved**
3. BHR4-MK-061703	Sphingobium yanoikuyae	Kronenberg	**Provisional Approval**
	Clarification needed: what does it infect? What is its natural habitat?		

Discussions:

•Biosafety web site being updated for all SOPs.
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8/13/03 — By Dr. Sally Sarawar

8-18-03 — By Mr. Patrick Fitzgerald

8/13/03 — By Ms. Connie Hanson

8-28-03 — By Ms. Becky Reinhart

By Ms. Beth Ford

By Ms. Joyce Joseph

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9.	BHR4-MVH-061401b	LCM-Armstrong	M. von Herrath	**Approved**
10.	BHR5-MVH-061401b	Vaccinia	M. von Herrath	**Approved**
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		Clarification needed: what does it infect? What is its natural habitat?		

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8/13/03 — By — Dr. Sally Sarawar

8-18-03 — By — Mr. Patrick Fitzgerald

8/13/03 — By — Ms. Connie Hanson

By — Ms. Becky Reinhart

8/26/03 — By — Ms. Beth Ford

By — Ms. Joyce Joseph

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8/13/03 — By Dr. Sally Sarawar

8-18-03 — By Mr. Patrick Fitzgerald

8/13/03 — By Ms. Connie Hanson

By Ms. Becky Reinhart

By Ms. Beth Ford

8/20/03 — By Ms. Joyce Joseph