



**M Y S T I C   A Q U A R I U M**  
**I N S T I T U T E   F O R   E X P L O R A T I O N**

January 10, 2007

Mr. Edward Hammond  
The Sunshine Project  
1920 Stuart Street  
Berkeley, CA 94703

Dear Mr. Hammond,

Enclosed please find the Mystic Aquarium & Institute for Exploration's Biosafety Committee's meeting minutes (since May 2003) as you requested on behalf of the Sunshine Project. Our research program at the Aquarium focuses on aquatic animal health and conservation of the marine environment.

Sincerely,

A handwritten signature in cursive script that reads "Tracy Romano".

Tracy Romano, PhD  
Senior Vice President  
Research & Zoological Operations

CC: Michelle Johnson-Lancaster  
IBC Coordinator  
National Institutes of Health

enclosures

## **Institutional Biosafety Committee**

### **Minutes to 09/21/06 Meeting**

**Present:** Tracy Romano, Larry Dunn, Sandra Casinghino, Gayle Sirpenski, Eric Utt (Pfizer), Colleen Driskill (Pfizer)

**Absent:**

The Institutional Biosafety Committee (IBC) held its second meeting on September 21, 2006. Tracy Romano introduced Sandy Casinghino as a replacement for Dianne Beal who no longer works at the Aquarium.

The minutes from the last meeting held on December 20, 2004 were approved. The changes made to the Biosafety Manual based on recommendations from the Committee at the last meeting were reviewed and approved.

Eric Utt recommended adding “Ensure compliance with NIH” to the list of “Duties of the Committee”.

The new DNA protocol form was reviewed and approved with the addition of having a check box stating that the personnel involved with the project have been trained.

New DNA protocol #002 was reviewed and approved by the committee.

Mystic Aquarium’s “Exposure Control Plan for Bloodborne Pathogens” was reviewed. The following suggestions were made regarding the plan:

1. Purpose of Plan- to ensure compliance with OSHA-web link
2. Remove “latex” from gloves
3. Add statement about labelling-appropriate use of signage
4. Add the dilution for bleach

The marine mammal *Brucella* project was reviewed. The committee was informed of the official registration of the committee with NIH. The NIH guidelines on IBC meeting minutes was reviewed.

The date for the next IBC meeting will take place on or before September 21, 2007.

## Institutional Biosafety Committee Minutes to 12/20/2004 Meeting

Present: Tracy Romano, Larry Dunn, Dianne Beal, Gayle Sirpenski, Eric Utt (Pfizer), Colleen Driskill (Pfizer)

Absent:

The Institutional Biosafety Committee (IBC) held its first meeting on December 20, 2004. Tracy Romano welcomed everyone and had each member introduce themselves. Each member was given a copy of the Safety Manual.

Tracy began by reviewing the Statement of Purpose and Responsibilities of the IBC. Larry suggested we remove the word "intramural" and broaden the scope to include the shipping and receiving of microbiological agents. Under Duties of the IBC, we agreed to include a statement addressing the potential for zoonosis.

Tracy provided an overview of her proposed project which will involve the cloning of marine mammal genes. She asked Eric and Colleen for their comments on the Research Project Form. This form will be used for future submission to the IBC. Eric recommended that the Bio Safety Level (BL) information is included on the form; in this case, BL-1 (non-hazardous). A Risk Assessment section and Protocol Number will also be added to the form.

Regarding Tracy's proposal, Eric noted that under the NIH guidelines (Appendix B5) the baculovirus is commonly used and is therefore exempt. He further recommended that she list all the expression systems she intends to use including a list of the vectors, sources and requirements. Larry brought up his concerns of using baculovirus since we have invertebrates in the aquarium's animal collection. All safety measures and proper biosafety containment will be undertaken to ensure the safety of invertebrates. Eric said it is not necessary for NIH to approve the proposal as long as the IBC has endorsed it. The CV's of all IBC members will be kept on file with the minutes of each annual meeting. The IBC can provisionally approve proposals prior to the yearly meeting by corresponding electronically.

Next, Larry discussed his Brucella proposal and outlined his plans to acquire samples from marine mammals and humans. This will be a BL-2 project and all necessary precautions will be taken including training staff in the proper handling techniques for human pathogens. As per OSHA requirements for human blood borne pathogens (1910.1030), training by a qualified instructor will be offered annually. Training sessions will be documented and kept on file. The question was raised regarding the need for certification with the Connecticut Department of Health. Since the cultures will be for diagnostic purposes only, certification will not be necessary. The University of Connecticut is currently conducting research with this organism. MA is not required to have a USDA permit in order to work with marine brucella. A copy of the letter stating this is on file.

MAIFE will establish a Medical Surveillance Program. Hepatitis B vaccinations will be offered. A binder will be created to document staff vaccination dates or that they declined the offer to receive the vaccination. As per OSHA 1910.1030(h)(5)(i), the incidence of needle sticks will also be documented.