



**The University of Western Ontario  
University Biosafety Committee Meeting**

**Minutes of February 28, 2011**

**10:00 am – 12:00 pm, Support Services Building, Room 4220**

**Present:** Dr. J. Millar (Chair), Dr. T. Dzialoszynski, Dr. S. Damjanovski, Dr. P. Ferguson, Ron Noseworthy (for Dr. G. Dekaban), C. Pape, A. Scott, J. Tucker, Gail Ryder, J. Stanley, E. Gray

**Regrets:** Dr. G. Dekaban, Dr. A. Margaritis, Dr. J. McNeil, Dr. C. Pin, Dr. T. Rupar, Dr. G. Thorn, G. Qubty, J. McLachlan, Jane O'Brien, T. Hammoud

**1.0 Introductions & Approval of Agenda** (J. Millar)

The committee introduced themselves.

**2.0 Approval of Minutes, October 19, 2010** (J. Millar)

**Motion:** Cindy Pape                      Ron Noseworthy

**Approved:** Minutes approved as presented.

**3.0 Business Arising** (J. Millar)

**3.1 Biotron Level 3 Update** (J. Stanley)

The Biotron Level 3 will go through a re-certification this May to June 2011. This facility has not yet been used for research due to financial constraints.

**3.2 Biohazards Subcommittee Update** (J. Millar)

The Subcommittee has met five times since the last meeting (2 times in November, December, January and February). One special meeting was scheduled to revolve the issues surrounding the Vaccinia project.

**3.3 DSB Level 3 Update** (J. Stanley)

This facility will be decontaminated March 4<sup>th</sup> and will go through its re-certification this Spring. It is due to be back up and operational on April 13, 2011.

### **3.3.1 Level 3 Medical Surveillance**

(S. Siu)

This document will be discussed at the March Biohazards Subcommittee meeting. The committee wondered if it would be possible to get the accident/incident form on-line as a fillable form that could be submitted electronically, similar to the hospital accident form. J. Stanley will investigate this with Rehabilitation Services.

## **4.0 New Business**

### **4.1 Terms of Reference**

(J. Millar)

Proposal to add a Post-doc member per their union agreement and a SOGS member as non-voting members of the committee put forth by Dr. S. Damjanovski and Dr. P. Ferguson.

**Approved:** All in favour.

The committee further discussed the Terms of Reference. J. Stanley and Dr. J. Millar will see how many permits each location and/or department has and how many members should be on the committee in order to have fair representation.

### **4.2 2010 Biosafety Committee Report**

(J. Millar)

The Biosafety Committee Report is a synopsis of what the committee discussed in 2010. Both Dr. Millar and Dr. Kidder have reviewed this report. This report is prepared for the University Health and Safety Committee.

### **4.3 Canadian Biosafety Standards and Guidelines (PHAC & CFIA)**

There is a proposal to unite the current biosafety standards. The Public Health Agency of Canada (PHAC) and the Canadian Food Inspection Agency (CFIA) are coming together to create one standard and one permit. This will benefit researchers using both human and animal pathogens as they will require only one permit instead of two. The University has offered to host a consultation session.

### **4.4 Tri - Council Review (February 2011)**

(J. Millar, J. Stanley)

J. Stanley and Dr. Millar met with the reviewers earlier in the week. The comments regarding tracking and procedures for the Biohazards Subcommittee were very positive. The overall review was negative as the main focus was on the tracking on financial expenditures from research grants. There will be another review in two years instead of the traditional 5 years.

## **4.5 Update on Biosafety Program**

(J. Stanley)

### **4.5.1 MTA's and Purchase Orders**

The amount of Material Transfer Agreements has seemed to level off over the years. There were 11 Purchase Orders (POs) approved in 2010. The Biosafety Manual states that if you transfer something from someone else you have to let the Biosafety Officer know.

### **4.5.2 Biohazard Forms by Year and Institution**

The total number of forms for 2010 is less than anticipated due to some of the forms that would have been done in 2010 getting pushed to 2011.

### **4.5.3 Current Permits by Institution and Containment Level**

The CPRI permit is grouped with the LHRI totals. J. Stanley showed the graph for Current Permits by Institution and containment level.

### **4.5.4 Biosafety Manual**

Changes were made to the Biosafety Manual, including:

- Wording changed from "Health Canada" to "Public Health Agency of Canada"
- Wording changed from "Biohazardous Agents Registry Form" to "Biological Agents Registry Form".
- The contact information for CFIA was updated.
- A section about the Human Pathogens and Toxins Act was added.
- Responsibilities of Principal Investigators was updated to include ensuring all agents listed on their permits are up to date.
- The Biohazards Receipt policy was updated to reflect the actual process. This policy applies to all biohazards, not just level 2 biohazards.

Future changes were suggested by the committee. These changes included changing wording from UWO to Western and LHRI to Lawson.

## **5.0 Other Business**

(J. Millar)

The committee would like representation from Campus Police for a biosecurity perspective.

## **6.0 Next meeting: To be determined (June 2011)**

The committee would prefer the next meeting to be early or mid-June and for this meeting to be held at Robarts.

## **7.0 Adjournment**

Motion: Ron Noseworthy

Seconded: Dr. T. Dzialoszynski

Meeting adjourned at 11:15 am.