



NEOMED Institutional Biosafety Committee Meeting Minutes

April 27, 2026

Via ZOOM

In Attendance:

NAME	IBC ROLE
Matthew Smith, PhD (Presiding)	Chair
Jessica Ferrell, PhD	Scientist, Vice Chair
Sharad Shanbhag, PhD	Scientist
Nicole Smallwood, MS	Technical Laboratory Staff
Jesse Zampedro	Assistant Director, EOHS
Justin Meonske, PhD	Community Member

Absent:

NAME	IBC ROLE
Aixa Bakuhn	Community Member
Lauren Brierley, DVM	Animal Containment Expert

NOTE: The Committee member names listed in **bold type** above represent the voting members of the IBC. A quorum is five (5) voting members.

I. CALL TO ORDER

The Northeast Ohio Medical University (NEOMED) Institutional Biosafety Committee (IBC) conducted a special meeting on Monday April 27, 2026. Dr. Matthew Smith IBC Chair, called the meeting to order at 9:30am with a quorum of the IBC present (6 of 8 members present).

V. OPEN DISCUSSION – The committee convened to discuss the temporary suspension of IBC protocol 23-02-F-26. The committee reviewed the circumstances surrounding the case and noted that the primary trigger for the IBC review was the suspension of the associated IACUC protocol due to inability of the PI to provide proper protocol oversight due to institutional restrictions.

The committee acknowledged that this notification pathway is appropriate when projects contain overlapping IACUC and IBC components. However, members also emphasized that some PI activities may involve only biosafety considerations without the use of animal subjects. As such, the committee discussed the importance of establishing future communication pathways to ensure that changes in PI oversight status are communicated directly to the IBC so that independent review and action can be taken when necessary.

The committee then reviewed the proposed PI notification letter. A motion was made to approve the language and terms contained within the letter, that stated IBC protocol should be temporarily to suspended due to inability of the PI to provide proper protocol oversight due to institutional restrictions. The motion was seconded and approved (6 for, 0 against, 0 abstaining)

With no further business to discuss, the meeting was adjourned.