

**Des Moines University Institutional Biosafety Committee
Meeting Minutes
Date: October 7, 2025
Zoom Meeting
12:00 p.m.**

| Member Attendance | | | |
|--|---------------|-------------------|---------------------------|
| Present | Absent | Name | Member Designation |
| X | | Vickie Behrends | Biosafety Officer |
| X | | Noah Marcus, PhD | Scientist |
| X | | Marie Nguyen, PhD | Scientist, Chair |
| X | | Vanessa Gray | Non-scientist |
| X | | Mike Boyer | Technical |
| X | | Brian Gentry, PhD | Unaffiliated Scientist |
| X | | Susan Brown, PhD | Unaffiliated Member |
| The meeting was held via teleconferencing and all materials were provided prior to the meeting so that members could fully participate in all discussions. | | | |
| Quorum: 5 | | | |
| Guests Present: Kellie Sheets, DMU Director of Research Operations, Compliance and Strategy | | | |

- I. **Call to order:** 12:02 p.m.

- II. **Welcome new members:** Dr. Nguyen welcomed new members, Dr. Brian Gentry from Drake University and Mike Boyer, research assistant from DMU.

- III. **Approval of Meeting Minutes:** Minutes of May 21, 2025 meeting were edited to correct the PI's first name for the IBC protocol reviewed during the meeting. A motion was made and seconded to approve the corrected minutes. Vote: 5 yes, 0 no, 2 abstentions. Ms. Sheets joined the meeting and reported she was working with Marketing to place this meeting's approved minutes on DMU's

Office of Research publicly accessible web page as required by NIH for all IBC meetings taking place on or after June 1, 2025.

IV. Review of IBC #24-9-1, “The expression of recombinant proteins from trichomonads” from Dr. Andrew Brittingham:

- NIH Guidelines section III-D-2
- Dr. Nguyen explained the study which involves growing *Trichomonas vaginalis* and related trichomonads under BSL2 conditions and using recombinant DNA technology to express genes in *E. coli*.
- The following were deemed appropriate by the committee.
 - Assignment of NIH level
 - Biosafety level
 - Disinfection procedures
 - Containment practices
 - Currently listed personnel have completed all required training.
- There was discussion about the description of laboratory specific training for potential future personnel additions. It was noted that IBC personnel amendment forms require documentation of training including both compliance and protocol specific training. It was determined that training requirements were adequately addressed within the protocol.
- A motion was made and seconded to approve protocol: **Vote:** 6 yes, 0 no, 0 abstention.

V. Schedule of upcoming meetings: The next meeting is scheduled for **January 26, 2026**. Dr. Nguyen noted that she will recuse herself from reviewing her IBC protocol. Another committee member will lead the discussion of her IBC protocol at the January meeting.

VI. Suggestions for the protocol review guidance tool: The protocol review guidance tool will be updated to further clarify the requirements for training descriptions within IBC protocols. It was also suggested that an “abstain from answering” option be added for non-scientific members, and to distribute a word document to the committee for review. Ms. Behrends will make these updates.

VII. Adjourn: The meeting adjourned at 12:32 p.m.