

NIH Institutional Biosafety Committee Minutes

Location: Integral Molecular; Philadelphia, PA

May 7th, 2026

12pm-1pm

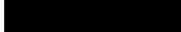
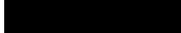
Onsite, In-Person

Background

All activities at Integral Molecular are performed in BSL-1 and BSL-2 laboratory spaces.

Members Present

Quorum Met:

☒	Joe Rucker	Co-Chair, VP Research & Development	☐	Project Manager, Senior Research Associate II
☒	Andie Archbold	Co-Chair, OSHA/Safety Coordinator	☒	Principal Scientist, Virology
☒		Research Scientist,	☒	Principal Scientist, Membrane Proteome Array
☒		Senior Research Associate, Antibody	☒	Ass. Director of Operation, Recombinant DNA Expert
☐		Application Scientist, Lipoparticle Production	☒	Senior Project Manager, Protein Engineering

Guests Present

 Penn Medicine, Operations Manager

Second witness absent

Announcements & Call to Order

The meeting was called to order by Andie Archbold at (12:06)

Company attendance is optional.

The committee holds regular Safety Committee meetings throughout the year to discuss safety topics, review risk assessments, and determine action items as needed. These notes are available on request. Separate IBC meetings are convened when official committee votes or approvals are required, such as for policies, new research activities, or other matters requiring formal IBC review and documentation.

Review of Past IBC Meeting Minutes

1. N/A

New Committee Business

1. IBC meeting agenda
 - a. Document Approvals (no changes, drafted late 2025)
 - i. Emergency Response
 1. CPR/AED Certified 8 employees (April 3rd 2026)

- ii. Sharps Injury Control
 - iii. Hazard Communication
 - iv. Injury and Illness Prevention
- b. New Document approvals
 - i. Respirator Policy
 - ii. Emergency Response: Cell phone queue
- c. Recombinant DNA Safety Standards: New Projects: 2026
 - i. No other risk assessments needed, see below
- d. Replicative influenza A/WSN/1933(H1N1) Risk Assessment
 - i. After Project Initiation Review, the committee requested the following:
 - 1. Offer but do not require respirators (N95)
 - 2. Require standard PPE only
 - 3. Change to facilities: lock on TC1
 - 4. Respirator Training for OSHA/Safety Coordinator
 - a. completed March 18th, 2026
 - ii. Risk Assessment and Project Initiation Discussion Panel Notes

Reports

- 1. Injury Report Reviewal
 - a. One injury, personnel retrained
 - b. OSHA Documented 301(a)

Approvals

- 1. Emergency Response
 - a. Approval vote: 8/8
- 2. Sharps Injury Control
 - a. Approval vote: 8/8
- 3. Hazard Communication
 - a. Approval vote: 8/8
- 4. Injury and Illness Prevention
 - a. Approval vote: 8/8
- 5. Exposure Control Plan
 - a. Approval vote: 8/8
- 6. Respirator Policy
 - a. Approval vote: 8/8
- 7. Emergency Response
 - a. Approval vote: 8/8
- 8. Recombinant DNA Risk Assessment
 - a. Approval vote: 8/8
- 9. WSN H1N1 Project
 - a. Approval vote: 8/8

Adjournment

The meeting was adjourned by Andie Archbold at (12:18PM)