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* This information is mandatory.

** Names of members, other than the chairperson and veterinarian, may be represented by a number or symbol in this submission to OLAW. Sufficient information to determine that all appointees are appropriately qualified must be provided and the identity of each member must be readily ascertainable by the institution and available to authorized OLAW or other PHS representatives upon request.

*** List specific position titles for all members, including nonaffiliated (e.g., banker, teacher, volunteer fireman; not "community member" or "retired").

**** PHS Policy Membership Requirements:

<i>Veterinarian</i>	Veterinarian with training or experience in laboratory animal science and medicine or in the use of the species at the institution, who has direct or delegated program authority and responsibility for activities involving animals at the institution.
<i>Scientist</i>	practicing scientist experienced in research involving animals.
<i>Nonscientist</i>	member whose primary concerns are in a nonscientific area (e.g., ethicist, lawyer, member of the clergy).
<i>Nonaffiliated</i>	individual who is not affiliated with the institution in any way other than as a member of the IACUC, and is not a member of the immediate family of a person who is affiliated with the institution. This member is expected to represent general community interests in the proper care and use of animals and should not be a laboratory animal user. A consulting veterinarian may not be considered nonaffiliated.

[Note: all members must be appointed by the CEO (or individual with specific written delegation to appoint members) and must be voting members. Non-voting members and alternate members must be so identified.]

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*Institutions may identify animal areas (buildings/rooms) by a number or symbol in this submission to OLAW. However, the name and location must be provided to OLAW upon request.



State University of New York
College of Environmental Science and Forestry

Memorandum to: President Quentin Wheeler

From: Institutional Animal Care and Use Committee

Subject: Semiannual Review of Animal Care and Use Program and Inspection of Facilities

Date: October 30, 2015

Dear Dr. Wheeler,

In accordance with USDA guidelines and the Animal Welfare Regulations, Code of Federal Regulations Title 9, Chapter I, section 2.31, the SUNY-ESF Institutional Animal Care and Use Committee (IACUC) is submitting this semiannual report to you, the Institutional Official.

The IACUC met on October 30, 2015 for the semiannual review of the institution's animal care and use program following the Code of Federal Regulations as stated above.

Currently the ESF IACUC has oversight of 27 active protocols, with 1 protocol currently in review. The committee prospectively reviews research activities involving vertebrate animals both in the field and in the lab, and in the current system, funding is not released to investigators until animal care approval has been obtained. The committee also actively monitors ongoing research, handling unanticipated events, amendments and continuing review of each protocol.

The minutes of the meeting are attached and the review of program and facilities, and recommendations are as follows.

Program Review:

No major deficiencies were identified in ESF's program.

Two minor deficiencies were noted during program review.

Emergency preparedness plan needs to be updated.

With the completion of the Center for Integrated Research and Teaching in Aquatic Science (CIRTAS), there is a gap in our emergency response plan. Currently, this is handled by each protocol, but with a central facility, there needs to be a clear plan. This should also be incorporated into ESF's overall emergency preparedness plan.

Records documenting immunizations

The IACUC does not currently get documentation whether a rabies vaccine has been done or whether titers are high enough. We have left that to the investigator to ensure is carried out and recorded. Without documentation, the institution cannot ensure the safety of its personnel. We request support

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of the college to pursue a mechanism so that information on vaccines we require can be reported to the college and the IACUC.

Facilities Review:

Zebrafish (Whipps protocol 121002) – no deficiencies recorded.
Atlantic salmon (Ringler protocol 140302) – no deficiencies recorded.

Recommendations:

Add CIRTAS and animal activities within CIRTAS to the college's overall facility emergency preparedness plan.

Facilitate creating a mechanism for immunizations to be reported to the IACUC where the committee has required it for research (e.g., rabies).

Names of IACUC Members

This report was prepared by C.M. Whipps (IACUC Chair) and reviewed by the SUNY-ESF IACUC.

Signatures of the members are on the following page.

Robert Quinn, DVM

(b) (6)

Christopher Whipps, Chair ESF IACUC

(b) (6)

**MINUTES OF ESF SEMI-ANNUAL IACUC MEETING
MONDAY, October 30, 2015, 10AM-12PM, ILLICK 8**

In attendance:

(b) (6)

Robert Quinn, DVM Upstate Medical University

(b) (6)

Christopher Whipps, Chair ESF IACUC

1. The following protocol was discussed:

- a. 151001 (Whipps - Zebrafish) - approved as written.

2. Program review.

The OLAW Semiannual Program Review and Facility Inspection Checklist was used to conduct the annual review (<http://grants.nih.gov/grants/olaw/sampledoc/checklist.htm>). A copy of this checklist will be included with the semi-annual report.

1. Animal Care and Use Program

-No deficiencies.

2. Disaster Planning and Emergency Preparedness

-Minor deficiency noted for "Animal facility plans are approved by the institution and incorporated into overall response plan". Each protocol requires contingencies in case of power failure or other emergency situation. However, with the new CIRTAS facility, at least some of these activities are now centralized and should be incorporated into the overall campus response plan.

(b) (6) - is CIRTAS connected to backup?

Chris W - yes, but when outage occurred a few weeks ago, there was a problem. We were told it was now fixed.

(b) (6) - if backup is good, then what are we deficient on?

Chris W - not integrated into ESF disaster plan

Bob Q -Police need to know there is an animal facility

(b) (6) - Need to communicate to make sure animals are taken care of in an emergency.

(b) (6) - does signage on doors satisfy this?

Chris W - still needs to be incorporated into overall disaster plan.

3. IACUC

-No deficiencies.

4. IACUC Protocol Review - Special Considerations

-No deficiencies.

5. IACUC Membership and Functions

-No deficiencies.

6. IACUC Training

-No deficiencies.

7. IACUC Records and Reporting Requirements

-No deficiencies.

8. Veterinary Care (See also next section - Veterinary Care)

-No deficiencies.

9. Personnel Qualifications and Training

-No deficiencies.

10. Occupational Health and Safety of Personnel

-Minor deficiency was noted for "Program for medical evaluation and preventive medicine for personnel includes: Immunizations as appropriate (e.g., rabies, tetanus) and tests as appropriate".

BQ – What was this on vaccines?

CW – that we don't document/verify that titers are checked

(b) (6) will request that personnel must send confirmation of vaccination and titers. John would keep the records and would be available to IACUC as needed.

(b) (6) If personnel get a vaccine, would John approve it?

– someone could come into ESF with existing vaccine. If they need it thru ESF, would likely get thru John arranging with the State Dept of Health.

(b) (6) – You set it up?

(b) (6) – yes, I would set it up.

– but do we know if the person actually got the titer?

– good question for the group

BQ – can't really have this because personal medical information.

(b) (6) – HIPPA would say we don't have a vested interest.

BQ – personnel could decline vaccination. IACUC doesn't need to know, but PI would be the one who knows. If we make it a stipulation for a protocol, we can only ask for certification that personnel has been vaccinated, as reported for by the PI

(b) (6) but wouldn't the paper trail show payment

BQ – we couldn't know the personal health information.

(b) (6) – we do have an interest

BQ – The University should ensure this, but we can't force people to get vaccine. It is fair to require them to go to appointment we set up. Then state health person could confirm that the personnel is OK to work with rabies (but we still aren't getting the personal info)

(b) (6) Have we required rabies?

BQ (b) (6) CW, (b) (6) – yes

(b) (6) we can ask if in compliance.

(b) (6) this is the way we'll do this. The state health office would indicate whether a person could work with rabies. We wouldn't be getting any personal information.

11. Personnel Security

-No deficiencies.

12. Investigating & Reporting Animal Welfare Concerns

-No deficiencies.

3. Approximate date set for next meeting
Dec 21 of first week of January if necessary

5. Facilities review –
CIRTAS

Atlantic salmon (Ringler protocol 140302) -no deficiencies noted

Zebrafish (Whipps protocol 121002 (new #151001)) – no deficiencies recorded.

Signatures of IACUC Members

Names of IACUC Members

Signatures

Christopher Whipps

(b) (6)

Robert Quinn

(b) (6)