

MINUTES

UW Oshkosh Institutional Animal Care & Use Committee Meeting 9/14/2020– Microsoft Teams – 1:30 PM

IACUC Members Present: (11 voting members) Quorum=6

Colin Long, Associate Dean [REDACTED] IACUC Chair

[REDACTED], Attending Veterinarian

[REDACTED], Dietetics, Nonaffiliated

[REDACTED], Scientist, Religious Studies & Anthropology

[REDACTED], Scientist, Psychology

[REDACTED], Nonscientist, Political Science

Kelly Schill, IACUC Administrator, Sponsored Programs/Risk & Safety

[REDACTED], Laboratory Animal Manager, Biology

Guests:

[REDACTED], Researcher, Biology

[REDACTED], Laboratory Manager

Agenda

- I. **Meeting called to order at 1:33 PM by IACUC Chair Long.** Quorum obtained with 6/11 members present.
- II. **Introduction of new Attending Veterinarian Dr. [REDACTED].** Dr. [REDACTED] has worked with laboratory animals since 1976, starting in his freshman year of veterinary school. Earlier in his career Dr. [REDACTED] was a primary investigator (at Colorado State University and at the University of Maryland). In 2000, Dr. [REDACTED] became the Chief of Comparative Medicine and oversaw the laboratory animal program within the intramural research division of NIH's National Institute on Aging. In 2005, Dr. [REDACTED] accepted the directorship of the laboratory animal program within the medical school of the University of Alberta. In 2010, Dr. [REDACTED] was certified as a Diplomate within the American College of Laboratory Animal Medicine. Welcome Dr. [REDACTED]!
- III. **Minutes were reviewed from July 9th, 2020.** [REDACTED] requested an edit to the animal facility maintenance section regarding cage washer sensors and requested to omit the sentence that heaters were run in [REDACTED] during steam shut down (only dehumidifiers were needed). Schill will make those edits. [REDACTED] made a motion to approve the minutes with those edits/[REDACTED] seconded the motion. Vote: Yes=6, No=0, Abstain=0. No further discussion. Motion approved. [REDACTED] and [REDACTED] joined the meeting. Now 8/11 members present.
- IV. **Continuing Education (Schill): COVID-19 Resources**
 - a. USDA: <https://www.usda.gov/coronavirus>
 - b. OLAW: <https://olaw.nih.gov/covid-19.htm>
 - c. AAALAC: <https://www.aaalac.org/special-content/>
- V. **Training Updates ([REDACTED])**
 - a. Animal Care Training since last meeting: 1 person trained (Dr. [REDACTED])
 - b. Respirator Fit-Testing since last meeting: 0
- VI. **Animal Facility/Maintenance Updates ([REDACTED])**
 - a. Several temperature abnormalities in [REDACTED] facilities for varying reasons; Facilities called and responded to each occurrence.
 - b. Chemical leak occurred from within the [REDACTED] cage washer. Tube replaced by Facilities; spill cleaned by LAM. There is now a preventative maintenance contract for that cage washer.

- c. Fire extinguishers services for the year.
- d. Airflow measurements conducted on 9/10/2020.
- e. Light intensity measurements to be conducted this week.
- f. GFCI to sump pump outlet in the [REDACTED] cage wash room was removed.
- g. The new sink in the [REDACTED] had to be repaired.
- h. Work order to have [REDACTED] Sensaphone sensors moved to the middle of rooms has been made. The total cost will be about \$650.00. [REDACTED] will send the work order estimate to the departments/college.

VII. Occupational/Environmental Health and Safety: (Schill [REDACTED])

- a. COVID-19 updates:
 - i. Titans Return: Research and Creative Activities Online Form now live.
 - a. Approval needed for special exceptions and visitors to use campus facilities and/or visit labs.
 - ii. OSP newsletter and website provides COVID-19 updates related to external funding and research activities on campus
 - iii. Two questions on behalf of EH&S Coordinator [REDACTED]:
 - a. If you have used face shields for lectures/labs for teaching, how are they working? Face shields are working fine, they are pretty comfortable.
 - b. Question for the Veterinarian: If a student who already has permission to have an animal on campus has to go to the campus quarantine or isolation housing facilities, is there any concern (in terms of virus transmission) with them bringing the animal with them? Dr. [REDACTED] asked the type of species. There is some data that ferrets, cats, and hamsters can spread the virus to the same species. Dogs can carry the virus but there isn't evidence that they transmit to other dogs. [REDACTED] can contact him directly to discuss this further.
- b. Institutional Biosafety Committee (IBC): Next meeting scheduled for September 18, 2020.

VIII. New Business

- a. **Animal Use Protocols**
 - i. **Annual Continuing Reviews Since Last Meeting: (2)** (Note: IACUC designates these reviews to IACUC Administrator Schill. Continuing review documents are available to all IACUC members in the IACUC Office or electronically upon request.)
 - a. (Year 1 and 2) Completed Since Last Meeting (2):
 - 1. Protocol # 218-R3: Transport of Ground Squirrels to Off-Campus Investigators ([REDACTED]): Year 2 report; 365 13-lined ground squirrels shipped August 2018-2019; 221 13-lined ground squirrels shipped August 2019-2020; one issue reported involving a transportation vehicle breakdown (incident to be discussed with unexpected events or problems).
 - 2. Protocol #313: Animals Utilized for Training Purposes ([REDACTED]): Year 2 report; 47 gerbils used for training in first two years of project, no problems reported; modification submitted to remove [REDACTED] as Co-PI now that she has retired.
 - b. Year 3/Project Summary (0)
 - ii. **New Animal Use Protocols (0)**
 - a. Via Designated Member Review (0)
 - b. Via Full Committee Review (0)
 - iii. **Renewal of Animal Use Protocols (1)**
 - a. Via Designated Member Review (1):

1. Protocol #252-R3: Oral tetracycline treatment of Mongolian Gerbils and Golden Hamsters [REDACTED]: Approved via DMR on 8/24/2020.
- b. Via Full Committee Review (0)
- iv. Modification Requests to Animal Use Protocols (1)**
 - a. Via IACUC Administrative Review (1)
 1. IACUC Research Personnel Change Form for Protocol #313: removal of now retired Co-PI [REDACTED]
 - b. Via Veterinarian Verification and Consultation (VVC) (0)
 - c. Via Designated Member Review (0)
 - d. Via Full Committee Review (0)
- b. Standard Operating Procedures (SOPs) (6) ([REDACTED])**
 - i. New Standard Operating Procedures (0)**
 - ii. 3-Year Renewal of Standard Operating Procedures (2)**
 - a. SOP #24: Reporting Unexpected Events or Problems
The following updates were made:
 1. Reference to reporting abnormal clinical signs (SOP #21) was added.
 2. IACUC chair contact information was updated.
 [REDACTED] made a motion to approve the SOP with the additions/[REDACTED] seconded the motion. Vote: Yes=8, No=0, Abstain=0. No further discussion. Motion approved.
 - b. SOP #42: Isoflurane Use and Safety for Animal Facility Personnel
The following updates were made:
 1. F/air canisters for Somnosuite machine added.
 2. Information regarding the companies used for isoflurane exposure monitoring added.
 3. Emergency response procedures for exposure to isoflurane added.
 [REDACTED] made a motion to approve the SOP with the additions/[REDACTED] seconded the motion. Vote: Yes=8, No=0, Abstain=0. No further discussion. Motion approved. [REDACTED] exited the meeting to go to class. Quorum still obtained with 7/11 members.
 - iii. Updated/Modified Standard Operating Procedures (4)**
 - a. SOP #21: Reporting an Animal with Abnormal Clinical Signs
The following updates were made:
 1. First point of contact for reporting urgent abnormal clinical signs is PI. If PI cannot be reached, contact Laboratory Animal Manager.
 2. Examples of animal health emergencies in which the PI may make a determination to euthanize the animal updated. Clinical endpoints in protocol should also be followed (i.e., body weight loss/body condition score, grimace scale, tumor burden).
 3. Veterinary contact information updated.
 4. Pre-approved veterinary treatment plans added for common rodent issues (trimming of teeth, dermatitis, minor bleeding in which silver nitrate can stop cessation of bleeding).
 5. Addition of telemedicine added. IACUC discussed the possibility of having a dedicated phone or tablet for telemedicine purposes. Taking photos and/or videos of animals on personal phones is not permissible.
 6. Dr. [REDACTED] mentioned that he is happy to perform necropsies. Best results would be if death was within 3 days.

7. Abnormal Clinical Signs Report Form updated to include common issues identified. A section is also available to describe the problem.

██████ made a motion to approve the SOP with the additions/██████ seconded the motion. Vote: Yes=7, No=0, Abstain=0. No further discussion. Motion approved.

b. SOP #22: Animal Caretaker Injury Reporting

The following updates were made:

1. Paperwork for reporting an employee injury should be submitted to Risk and Safety Department.
2. The return to work documentation should be submitted to Human Resources.
3. A list of medical services that the Student Health Center provides was added as well as information for scheduling an appointment.
4. Faculty and staff should seek medical attention from their preferred health care provider for non-emergency situations.

██████ made a motion to approve the SOP with the additions/██████ seconded the motion. Vote: Yes=7, No=0, Abstain=0. No further discussion. Motion approved.

c. SOP #40: Animal Adoption Policy

██████ watched OLAW webinar on animal adoption. OLAW also released FAQ F.11 regarding animal adoptions. The following updates were made:

1. Statement that OLAW supports institutions considering adoption when safe and appropriate and link to FAQ.F.11 added.
2. Statement added that transgenic or immune-suppressed animals are not eligible for adoption.

Schill made a motion to approve the SOP with the additions/██████ seconded the motion. Vote: Yes=7, No=0, Abstain=0. No further discussion. Motion approved.

d. SOP #41: Daily Checks of Animal Facility

The following updates were made:

1. Person assigned must state the name of lab in which they have completed checks as well as the facility.
2. Backup person is responsible for contacting the assigned person if they don't receive a text by 4:00 PM and making sure the checks are complete. If they cannot reach person assigned, they should go to facility to check the animals.
3. Backup personnel list was updated.
4. Consequences for failure to complete room checks was updated.
5. A note was added that animals recovering from certain procedures such as anesthesia, surgery, or study induced conditions may require more frequent monitoring.
6. Veterinary care section updated to include reporting procedure for abnormal clinical signs. Examples of abnormal clinical signs are available in species-specific SOPs as well as posters throughout the facility.
7. Temperature or humidity levels outside of the acceptable range should be reported to the Laboratory Animal Manager. The Laboratory Animal Manager will contact Facilities Management.

8. Information required on rodent cage cards should include protocol number, PI name and phone number, source, and number of animals in the cage.
 9. If bedding is wet, the bedding should be replaced and the water bottle should be checked to see if it is leaking.
 10. Food information updated.
 11. Two water bottles are recommended for breeding cages with large litters.
- ██████ made a motion to approve the SOP with the additions. ██████ seconded the motion. Vote: Yes=7, No=0, Abstain=0. No further discussion. Motion approved.

c. Manual Updates (██████)

i. Disaster Plan and Calling Tree

- a. Updates include removal of ██████ and ██████ who both retired. ██████ added as incident commander, Dr. ██████ added as attending campus veterinarian.

ii. Animal Care Manual

- a. Updates include removal of Dr. ██████ as attending campus veterinarian and incident commander. ██████ added as incident commander, Dr. ██████ added as attending campus veterinarian. ██████ is now assisting with ordering for Biology Department, including animal orders that are approved by Laboratory Animal Manager.
- b. Information from SOP #41: Room Check Procedures updated to match updates to the SOP.

iii. Investigator's Manual

- a. Tabled for next meeting to allow more time to update the document.

d. Unexpected Event/Problem Reports (2) (Schill)

i. Unexpected Event or Problem Report from 7/22/2020 (Protocol 260, 298):

- a. Animal checks for 13-lined ground squirrels housed in ██████ were missed on Wednesday, July 22. Backup check person read her texts incorrectly and thought the caretaker texted her, but she did not. The next morning while doing manager checks, LAM (also backup check person) noticed the log sheets were not signed off. LAM checked on each animal's health and looked at water levels. The squirrels appeared active and healthy and all had water in water bottles. Nearly all of the cages still had food in wire hoppers. ██████ then contacted the PI who had a caretaker come in immediately to feed the squirrels. Preliminary report was submitted to OLAW on 7/30/20. IACUC subcommittee met to discuss incident and made suggestions to strengthen SOP #41: Daily Checks of Animal Facility. SOP #41 was updated and reviewed at meeting today. The individual who missed the animal check had a training refresher and will review the revised SOP for daily checks. A final report to OLAW will be prepared and submitted to OLAW and AAALAC.

ii. Unexpected Event or Problem Report from 8/5/2020 (Protocol 218-R3):

- a. Squirrels shipped from UWO to Yale arrived a day early. Delivery truck broke down an hour into the ride so the driver's wife met him and they packed boxes into their car and drove straight through checking animals every 3 hours. Yale alerted World Courier regarding the alternate means of transportation and alerted their vet services to the incident. No animals were harmed. Yale managed the incident since they contracted the courier.

- d. **Post-Approval Monitoring (PAM):** (0) (Schill)
- IX. **Items from IACUC Administration/Compliance (Schill):** New resources on AVMA Guidelines for the Euthanasia of Animals: 2020 Edition are now available: <https://olaw.nih.gov/avma-guidelines-2020.htm>
- X. **Items from Chair (Long):** No items from the IACUC Chair.
- XI. **Items from the Veterinarian (Dr. [REDACTED]):** Dr. [REDACTED] expressed that he is excited about this new role and happy to be a Titan. He is an academic at heart and looks forward to working with Investigators and the staff to facilitate research.
- XII. **Items from the IACUC:** No items from IACUC.
- XIII. **Items from the floor (guests):** No items from guests.
- XIV. **Meeting Adjourned at 3:13 P.M. by Chair Long.**

Upcoming Meetings:

- a. Monday, November 16th, 2020 @ 1:30 P.M. [Microsoft Teams Meeting](#)
- b. Monday, January 11th, 2021 @ 1:00 P.M. [Microsoft Teams Meeting](#)
- c. Protocol submission deadlines posted on website under [IACUC Meetings](#) tab.

cc: John Koker, Institutional Official for Research, minutes submitted with Semi-Annual Review to IO