

## NWRC IACUC Meeting Minutes

Monday March 4, 2019; 1:00 pm MT

### **Committee Members Present:**

**Fort Collins:** Jeff Chandler, Tom Gidlewski, Laurie Baeten, Amy Davis, Kevin Bentler,

**Conference Call:** (b) (6), (b) (7)(C) Fred Cunningham

**Committee Members Absent:** Stacey Brummer; Kandy Keacher was excluded due to potential conflict of interest.

### **Meeting Summary**

An IACUC meeting was requested by the Chair (Jeff Chandler) to discuss, in accordance with NWRC institutional policy RM 00.1.00, whether or not animal mistreatment and/or non-compliance occurred at the Florida Field Station in relation to the acquisition of four additional tegu without IACUC approval (QA-2901). The IACUC was tasked with determining if animal mistreatment and/or non-compliance occurred, and if additional corrective actions were needed. In summary, the IACUC determined that animal welfare was never in jeopardy, but that protocol non-compliance did occur. The committee was in unanimous agreement that the incident was partially attributable to a new hire who was not fully familiar with the IACUC and quality assurance (QA) systems of the NWRC. Given that the incident was already discussed with the Respondent and their supervisors, that the Respondent fully recognized and accepted responsibility for their mistake, and that the Respondent assured the Chair that animal acquisition would always be done with appropriate IACUC oversight from this point forward, the IACUC voted unanimously that no additional corrective action was needed.

### **Meeting Topics**

- The Chair provided a summary to the committee regarding the incident and the preliminary investigation of this issue. The preliminary investigation was performed by the Chair and Attending Veterinarian (Laurie Baeten).
- A vote was taken by the IACUC to establish whether or not animal mistreatment and/or protocol non-compliance occurred.
  - The committee unanimously voted that animal mistreatment **did not** occur.
  - The committee unanimously voted that protocol non-compliance **did** occur.

- Given that protocol non-compliance was determined by the IACUC, the Chair described to the committee subsequent correspondence with the Respondent (Bryan Kluever). Per this conversation:
  - It was noted that the respondent was fully forthright and accepted responsibility for the acquisition of the animals without IACUC approval. The Chair notes that the Respondent was recently hired and not fully aware of the IACUC requirements.
  - The Respondent indicated in an e-mail to the Chair that they would now work through the NWRC QA and IACUC systems for studies using animals.
  - The AV and Chair also made it clear to the committee that this issue had been discussed with the Director's Office, and the Respondents Acting Supervisor.
  - The AV indicated that a site inspection was pending in May, at which time this issue may be informally discussed with the Respondent and their team.
  
- The Chair described the possible corrective actions the IACUC may choose to undertake, as described in RM 00.1.00. Per these actions, the IACUC unanimously determined and voted that no further corrective action was needed for the Respondent.
  
- During the course of discussions, IACUC members suggested the following:
  - It was noted that there is somewhat of a disconnect between field stations and headquarters regarding IACUC oversight. It was suggested that a letter be disseminated to field stations reminding them of IACUC oversight and function at their facilities.
  - A committee member expressed concern with communication channels at the Florida Field Station. Specifically, it was noted that several employees at this Field Station should have known that acquisition of animals without IACUC approval would be non-compliance, and that they should have communicated this with the Respondent.
  - Additional discussion during the Veterinary Consultation related to the availability of contingency animals.

## NWRC IACUC Meeting Minutes

June 27, 2019; 2:00 pm MT

### **Committee Members Present:**

**Fort Collins:** Laurie Baeten, Tom Gidlewski, Kevin Bentler, Jeff Chandler

**Conference Call:** Amy Davis, Fred Cunningham

**Committee Members Absent:** Kandy Keacher, (b) (6), (b) (7)(C) Stacey Brummer

### **Meeting Summary**

An IACUC meeting was requested by the Chair (Jeff Chandler) to discuss, in accordance with NWRC institutional policy RM 00.1.00, whether or not animal mistreatment and/or non-compliance occurred in relation to QA-2840 and QA-2674. Additional topics to be covered at this meeting included requested feedback on the Protocol Review and Protocol Amendment Process, and any other animal care and use topic the committee wished to discuss.

### **Meeting Topics**

- The Chair provided a summary to the committee regarding the potential non-compliance incidents associated with QA-2840 and QA-2674 and the preliminary investigation of this issue. The preliminary investigations were performed by the Chair and Attending Veterinarian (Laurie Baeten). Responses from the study participants regarding the incident are available to the committee upon request and have been filed. In both instances, the preliminary investigations suggested that both potential non-compliances were due to administrative oversight, and that at no time was animal welfare compromised.
- A vote was taken by the IACUC to establish whether or not animal mistreatment and/or protocol non-compliance occurred (quorum established).
  - QA-2840 – Committee unanimously voted that non-compliance occurred.
  - QA-2674 – Committee unanimously voted that non-compliance occurred.
- Action to be taken for noncompliance (quorum established)..
  - QA-2840 – The Committee unanimously voted that no further disciplinary action was needed.
  - QA-2674 – The Committee unanimously voted that no further disciplinary action was needed.

- The Chair informed the committee that in collaboration with the Quality Assurance unit, that Study Director's will be notified when IACUC approval is set to expire. The Chair also noted that the ultimate responsibility of IACUC compliance remains with the Study Director
- Protocol Review and Amendment Review
  - The Chair described the current Protocol and Amendment Review process, the members present agreed with the current system and did not recommend any modification. In essence, all committee members can see any Protocol / Amendment at their request. All new protocols will be disseminated to all Committee members. All amendments will be processed by the AV / Chair, and at their discretion, additional committee members will be asked to review if the proposed modifications are deemed 'significant' by the AV and/or Chair.
- Other issues
  - Fred Cunningham identified that the Mississippi Field Station was due for inspection. This activity will be coordinated through the Attending Veterinarian.
  - The Attending Veterinarian and Chair discussed the new post approval monitoring policy which is under development.
  - The Chair brought to the Committee's attention the recent animal care and use issues which occurred at the U.S. Meat Animal Research Center (ARS). Documentation related to this incident will be provided to the Committee. The objective of this exercise is to inform the Committee of the possible escalation which can occur due to animal care and use issues and to prepare/think of strategies which could prevent this type of incident from occurring at the NWRC.