

Institutional Animal Use and Care Committee (IACUC)

January 17, 2020 12 p.m. – TJC North, 75 Miranda Lambert Way, Suite 16, Lindale, Texas 75701

Committee Members Present: Dr. Cliff Boucher, PhD; Idalia Trent, EdD; Dr. Louisa Schmid, PhD, DVM; Jennifer Council, LVT; Kristi Freislinger; Steven Lloyd; Ryan Wolf, JD, MPA, MA

Voting Members not Present:
Bryan Ramsey, DVM

Agenda Item	Discussion Notes	Actions/Direction
Approval of the minutes from August 2019 meeting.	<p>Chair Dr. Idalia Trent: I am calling the meeting to order. Quorum is met.</p> <p>Dr. Trent: Does anyone have comments to make about the minutes from the meeting on August 30, 2019. No one commented on the minutes.</p> <p>Dr. Trent: Would the Committee like to approve the minutes from August 30, 2019?</p>	<ol style="list-style-type: none"> 1. Kristi Freislinger motioned to approve the minutes with no changes. 2. Ryan Wolf seconded the motion. 3. No further discussion. No one opposed. Everyone approved.
Semiannual Program Review	<p>Dr. Trent: I am opening discussion on the Semiannual Program Review. Are there any comments on Section 1, the Animal Care and Use Program?</p> <p>Dr. Louisa Schmid: The Animal Care and Use Program, "is a new requirement of program review." I believe that we have each and every one of those items as acceptable." Our Committee has all of the resources; our Institutional Official has got the authority. We are in line with acceptable.</p> <p>Steven Lloyd: I agree.</p> <p>Dr. Trent: Are there any questions?</p> <p>Dr. Trent: I don't see any questions.</p> <p>Dr. Trent: We will move forward. I think we will vote at the end. We will not vote section by section.</p> <p>Dr. Trent: Section 2 is Disaster Planning and Emergency Preparedness.</p> <p>Dr. Trent: Do we have any comments or questions?</p>	<ol style="list-style-type: none"> 1. Council motioned to approve of the Semiannual Program Review. 2. Lloyd seconded the motion to approve. 3. No further discussion. No one opposed. Everyone approved.

	<p>Dr. Schmid: The person who designs the disaster plan for TJC “did come out” and posted signs directing people on where to go during a “tornado or severe weather,” but we do not have the guide.</p> <p>Dr. Schmid: I think we should talk to the Safety Officer about obtaining the guide.</p> <p>Dr. Trent: We should probably contact Robby Underwood.</p> <p>Dr. Schmid: Yes. We can contact Mr. Underwood and ask him for one of those flipcharts that shows what people should do during different disaster scenarios.</p> <p>Dr. Schmid: We have information posted in the front of TJC North on who to call during an emergency, but we don’t have “a nice little chart that has them all together.” I recommend we get one.</p> <p>Steven Lloyd: A minor deficiency.</p> <p>Dr. Schmid: Yes. I think that is a minor one for disaster plans for each facility.</p> <p>Dr. Trent: Thank you.</p> <p>Dr. Trent: We have provisions for euthanasia and in accordance with the second bullet point under Disaster Planning and Emergency Preparedness.</p> <p>Dr. Schmid: We don’t have investigators, and we don’t maintain animals here. Bullet point three is not applicable.</p> <p>Dr. Schmid: “We don’t have a specific action plan since they are not here.” We don’t have “irreplaceable animals,” but all personnel understand what they are suppose to do and we have training in our jobs.</p> <p>Dr. Schmid: Animal facility plans are approved by TJC and incorporated into the overall response plan.</p> <p>Dr. Schmid: TJC should probably provide a copy of TJC’s disaster planning and emergency preparedness plan to local law enforcement and emergency personnel. Mark this as a minor deficiency.</p> <p>Dr. Trent: You may want to contact the Director of Risk Management to see how TJC handles the distribution of the disaster planning and emergency preparedness plan. Do we have any further comments? Let’s move to Section 3, IACUC.</p>	
--	--	--

	<p>Dr. Trent: Are there any comments on Section 3?</p> <p>Lloyd: Nope. Not from me.</p> <p>Dr. Trent: Would anyone like to make any comments on the bullet points under Section 3?</p> <p>Dr. Trent: Seeing that there are no comments on Section 3, we will move forward to Section 4.</p> <p>Dr. Trent: Under Section 4, IACUC Protocol Review – Special Considerations, the “the only thing we are responsible” for is “veterinary care is provided” for illness or lesions that result from animal restraint. Are there any comments?</p> <p>Council: We provide treatment for cuts that are caused by animal restraints. We should mark this bullet point as acceptable.</p> <p>Dr. Schmid: We are responsible for the bullet point titled, “Pharmaceutical grade chemicals are used, when available, for animal-related procedures.”</p> <p>Dr. Trent: Is this one acceptable? Are there any deficiencies?</p> <p>Dr. Schmid: This one is acceptable.</p> <p>Dr. Trent: Thank you. Are there any other comments? Seeing that there are no other comments, we will proceed to Section 5, IACUC Membership and Functions.</p> <p>Dr. Trent: Thoughts? Are the bullet points under 5 acceptable?</p> <p>Lloyd: Obviously, we have at least 5 appointed members on this Committee. We have a veterinarian, scientist, non-scientist, and a non-affiliated non-lab animal user. We also follow all of the other requirements mentioned in the other bullet points below.</p> <p>Dr. Schmid: The last bullet point, “Requests for exemptions from major survival surgical procedure restrictions are made to USDA/APHIS,” don’t apply to us.</p> <p>Dr. Trent: Ok, then all of the items mentioned under Section 5 are acceptable except for the last one. The last bullet point should be marked as not applicable.</p> <p>Dr. Trent: Are there any other comments on Section 5? Seeing that there are no further comments, we need to move forward.</p>	
--	---	--

	<p>Dr. Trent: Are there any comments on Section 6, IACUC Training?</p> <p>Dr. Schmid: My only comment is ongoing training and education. I'm not sure what that would entail other than using a complete checklist. By going through this, we are identifying some items that we need to pay closer attention to such as a disaster plan. I see this as an ongoing form of training, education in reference to the last bullet point under Section 6.</p> <p>Dr. Trent: Are there any further comments? Should we mark the bullet points under Section 6 as acceptable?</p> <p>Dr. Schmid: Yes.</p> <p>Wolf: Do the students go through HAZMAT or OSHA training at the beginning of the academic year?</p> <p>Dr. Schmid: Yes.</p> <p>Council: They learn OSHA training throughout the whole program.</p> <p>Dr. Schmid: "And HAZMAT is included with the OSHA training."</p> <p>Dr. Trent: We will discuss OSHA training when we cover OSHA training.</p> <p>Dr. Trent: Are there any further comments? Seeing that there are no further comments, we will move forward to Section 7.</p> <p>Dr. Trent: Are there any comments on the bullet points under Section 7, IACUC Records and Reporting Requirements? Are there any comments on the semiannual report to the IO bullet point?</p> <p>Lloyd: No.</p> <p>Freislinger: I don't have any comments.</p> <p>Dr. Trent: Are there any comments on the semiannual report to the IO? Seeing that there are no comments to this bullet point, we will move on to Reports to U.S. Department of Agriculture (USDA) or Federal funding agency.</p> <p>Dr. Trent: Are there any comments on this bullet point? Dr. Schmid, would you like to tell us about the reports to the USDA?</p>	
--	--	--

Dr. Schmid: We just completed our annual report. "We don't have any exceptions to our regulations and standards. Our reports are filed within 15 days for failures to adhere to any timetable for correction of significant deficiencies."

Dr. Schmid: We maintain our IACUC meeting minutes and semiannual reports to the Institutional Officer for 3 years. We maintain records of IACUC reviews of animal activities. We also maintain our protocols.

Freislinger: Who does the report?

Dr. Schmid: I do.

Dr. Schmid: What we are doing now is our semiannual report, "both program and facility." Ryan and I will get that information to our Institutional Official in a letter.

Dr. Trent: Are there any other comments?

Lloyd: No comments from me.

Dr. Trent: Ok. Mark acceptable for semiannual report to the IO, reports to U.S. Department of Agriculture (USDA) or Federal funding agency, and records.

Dr. Trent: Seeing that there are no further comments, let's move to Section 8, Veterinary Care. Are there any comments on the first three bullet points?

Freislinger: Who is the backup? Who is the backup veterinarian?

Jennifer: Dr. Gary in Hideaway.

Dr. Trent: Dr. Gary?

Dr. Schmid: Yes. If I am not here, we would contact Dr. Gary. Dr. Gary works closely with the Lindale shelter.

Dr. Trent: Thank you.

Dr. Trent: Are there any further comments? Are there any other questions about the bullet points under Section 8?

Dr. Trent: Dr. Schmid, should we mark all bullet points under Section 8 as acceptable?

Dr. Schmid: Yes.

Dr. Trent: Thank you. Moving forward.

	<p>Dr. Trent: We are now reviewing Section 9, Personnel Qualifications and Training.</p> <p>Dr. Trent: Let's review the first bullet point under Section 9. Dr. Schmid, are all personnel adequately educated, trained, and/or qualified in basic principles of laboratory animal science?</p> <p>Dr. Schmid: Yes. All of our IACUC members, animal care personnel, instructors, technicians, and staff are adequately educated, trained, and qualified in basic principles of laboratory animal science. They are adequately trained and capable of performing their duties.</p> <p>Dr. Trent: Thank you. Then we will mark acceptable for bullet points one through four.</p> <p>Dr. Trent: Mark nonapplicable for "Research/testing methods that minimize animal pain or distress." We do not conduct animal research or testing at TJC North.</p> <p>Dr. Trent: What about the use of hazardous agents, including access to OSHA chemical hazard notices? Dr. Schmid?</p> <p>Dr. Schmid: We always point out notices of hazardous agents if they are accessed or used. We also provide students with access to OSHA chemical hazard notices where applicable, and this is in reference to the fifth bullet point under Section 9.</p> <p>Lloyd: I don't know of any new animal care and use legislation.</p> <p>Freislinger: I can't think of anything new off the top of my head.</p> <p>Council: We [Doc. and I] regularly talk about the ethics of animal use and the role of the IACUC throughout the year.</p> <p>Dr. Trent: Are there any other comments? Any suggestions? Seeing that there are no further comments, we should mark the rest of the subpoints under bullet point five as acceptable and we will move to Section 10, Occupational Health and Safety of Personnel.</p> <p>Dr. Trent: Are there any questions about bullet points one through three under Section 10? Comments or suggestions?</p> <p>Dr. Schmid: We follow OSHA regulations. We have the appropriate changing and washing facilities for our program. Jennifer and I follow federal state, and local</p>	
--	---	--

	<p>regulations. We also require the students to follow the same regulations.</p> <p>Dr. Trent: Ok. Thank you. On that note, let's mark acceptable for bullet points one through three under Section 10.</p> <p>Dr. Schmid: We should mark nonapplicable for bullet point four because we don't have any reason for maintaining a hazardous material facility.</p> <p>Council: We provide personnel training based on risk, and we follow all procedures for use, storage, and disposal of the hazardous biological, chemical, and physical agents we use throughout the year. We also provide students with personal protective equipment. Obviously, Doc. and I use PPE while operating on animals and during clinic, teaching sessions with students.</p> <p>Dr. Schmid: Mark acceptable for bullet points five through eight. Mark nonapplicable, though, for "Special precautions for personnel who work with nonhuman primates, their tissues or body fluids." We don't, and I won't work with nonhuman primates.</p> <p>Dr. Schmid: Also, mark nonapplicable for the first and final subpoints under bullet point titled, "Program for medical evaluation and preventive medicine for personnel." Jennifer and I provide hearing protection for students and respiratory protection when we perform airborne particulate work. We should mark that as acceptable.</p> <p>Dr. Trent: Thank you. Are there any further comments or suggestions? Seeing none, let's move to Section 11, Personnel Security.</p> <p>Dr. Trent: Are there any comments on personnel security?</p> <p>Dr. Schmid: TJC conducts preemployment screening and other forms of training such as IT security training. We should mark acceptable for bullet point under Section 11.</p> <p>Dr. Trent: Are there any other comments?</p> <p>Dr. Trent: Moving forward because there are no further comments on Section 11.</p> <p>Dr. Trent: Are there any comments on Section 12, Investigating & Reporting Animal Welfare Concerns?</p> <p>Council: We have a poster on instructions for reporting concerns. "I'm talking about bullet point one."</p>	
--	---	--

	<p>Dr. Schmid: We have on-site and physical posters in two spots in this building. Those posters have instructions on reporting concerns with animal welfare.</p> <p>Dr. Schmid: We should mark acceptable for all bullet points under Section 12.</p> <p>Dr. Trent: Any other comments or suggestions from the Committee?</p> <p>Lloyd: I don't have any.</p> <p>Freislinger: Doc already answered the question I had in mind.</p> <p>Dr. Trent: Thank you. We will move forward to Veterinary Care, Item 1, Clinical Care and Management. Are there any comments or questions?</p> <p>Dr. Schmid: We don't conduct experiments to determine course of treatment. Mark that subpoint as nonapplicable, but we should check off the rest of the bullet points under Item 1 as acceptable.</p> <p>Dr. Trent: Thank you. Are there any other comments? Suggestions?</p> <p>Dr. Trent: Moving on to Item 2, Animal Procurement.</p> <p>Dr. Trent: Are there any questions about Item 2?</p> <p>Dr. Schmid: We have to make one purchase for animals. We purchase rats.</p> <p>Lloyd: What about wildlife?</p> <p>Dr. Schmid: No. We only purchase rats, and we obtain them through a USDA verified vendor, Charles-Rivers. This company supplies laboratory grade animals. A health history and medical record accompanies orders for rats.</p> <p>Freislinger: "How often do you purchase."</p> <p>Dr. Schmid: Once a year.</p> <p>Council: "And we adopt them out."</p> <p>Dr. Schmid: We should mark bullet points one through four as acceptable. We should also mark bullet points six, seven, and nine through fourteen as acceptable.</p> <p>Dr. Trent: Does anyone have a comment or a suggestion about those bullet points?</p>	
--	---	--

	<p>Dr. Schmid: We should also mark bullet points seventeen through twenty as acceptable.</p> <p>Dr. Trent: Does anyone object to marking them as acceptable or have any questions about those bullet points?</p> <p>Lloyd: No but what about bullet points fifteen and sixteen? How should we mark them?</p> <p>Council: Nonapplicable. We don't have a need to put procedures in place for quarantining animals due to zoonoses prevention. Also, we already wash our hands before and after handling animals. We don't eat or drink in the animal handling areas.</p> <p>Dr. Trent: Ok. Thank you. Are there any further questions? Comments, suggestions?</p> <p>Dr. Trent: Moving on.</p> <p>Dr. Trent: Let's review Section 3, Surgery. Are there any comments on this section?</p> <p>Freislinger: Is bullet point two applicable? What does it mean?</p> <p>Dr. Schmid: Bullet two is not applicable because we don't have researchers.</p> <p>Dr. Schmid: Mark acceptable for outcomes and corrective changes, bullet point one, because Jennifer and I assess the outcomes during surgeries and we institute corrective changes when necessary. Mark applicable for bullet points three and four. We have pre-surgical plans, and we include veterinary input. Aseptic surgeries are conducted in the appropriate spaces, rooms.</p> <p>Dr. Trent: Do we conduct minor surgeries? Do we distinguish those from major surgeries?</p> <p>Dr. Schmid: We could probably be clearer on how we categorize them. We will note the surgical procedure as minor when we document it.</p> <p>Dr. Schmid: Let's mark surgical procedures as a minor deficiency. This is bullet point five under Item 3.</p> <p>Dr. Trent: Ok. Thank you.</p> <p>Freislinger: What is considered a minor surgery?</p>	
--	---	--

	<p>Dr. Schmid: Treating a laceration from a wire cut. We would have to sedate the spot and treat it.</p> <p>Dr. Schmid: An example would be treating a cut or laceration while “not opening up” the animal’s body.</p> <p>Dr. Trent: Thank you. Are there any other questions? Comments on Section 3?</p> <p>Dr. Schmid: Yes. We don’t have any aquatic species at TJC North, and we don’t perform surgeries on aquatic species.</p> <p>Dr. Trent: Ok.</p> <p>Dr. Schmid: We should mark not applicable on bullet point ten, and mark acceptable on bullet points seven, eight, nine, and eleven. That should be it for Item 3.</p> <p>Dr. Trent: Any further comments? Suggestions?</p> <p>Dr. Trent: We are moving to Item 4, Pain, Distress, Anesthesia and Analgesia.</p> <p>Dr. Schmid: The “Guidelines for assessment and categorization of pain, distress and animal wellbeing” are included in detail in our veterinary care program. We do have the guidelines. All bullet points listed under Item 4 are acceptable.</p> <p>Dr. Trent: Any objections? Thoughts or comments?</p> <p>Lloyd: No.</p> <p>Dr. Trent: Ok. We will move forward to Item 5, Euthanasia.</p> <p>Dr. Trent: Do we have any comments on Item 5? Dr. Schmid?</p> <p>Dr. Schmid: We have, and we follow the AVMA Guidelines.</p> <p>Dr. Trent: Ok. Any other comments? Questions?</p> <p>Lloyd: No.</p> <p>Dr. Trent: Ok. Let’s mark all bullet points under Section 5 as acceptable.</p> <p>Dr. Trent: Let’s review Section 6, Drug Storage and Control.</p> <p>Dr. Trent: Any questions or comments?</p> <p>Lloyd: Where are the drugs stored? Do you have them here on site?</p>	
--	---	--

	<p>Dr. Schmid: "I will show you where the drugs are stored during the Facility Review."</p> <p>Freislinger: Are they labeled?</p> <p>Council: Yes.</p> <p>Dr. Trent: Ok. Thank you. Any other comments or questions? Any suggestions?</p> <p>Dr. Trent: Seeing that there are no further comments, questions, or suggestions, we will move forward.</p> <p>Freislinger: Should we mark all bullet points under Section 6 as acceptable?</p> <p>Dr. Schmid: Yes.</p> <p>Dr. Trent: Thank you, Doc.</p> <p>Dr. Trent: Let's vote to approve everything we have marked on the Semiannual Program Review Checklist.</p> <p>Dr. Trent: Do I have a motion to approve?</p>	
<p>Semiannual Facility Review</p>	<p>Dr. Trent: Ok. Now that everyone has had an opportunity to walk through the facility, let's talk about the top item, Location, on the Semiannual Facility Review Inspection Checklist.</p> <p>Dr. Schmid: Mark all subpoints as acceptable. We have animal areas that are separate from personnel areas. We also have security for and access to control of those areas.</p> <p>Dr. Trent: Are there any further comments or questions? Objections based on what we saw?</p> <p>Lloyd: No.</p> <p>Freislinger: No objections.</p> <p>Dr. Trent: Moving on then to the next item, Room/Cage.</p> <p>Council: Mark acceptable for temperature and humidity, ventilation and air quality, illumination, and noise and vibration.</p> <p>Dr. Schmid: They're acceptable. Facilities, Construction, and Maintenance personnel have helped us keep those aspects of the building up to par.</p>	<ol style="list-style-type: none"> 1. Wolf motioned to approve the Semiannual Facility Review. 2. Freislinger seconded the motion to approve. 3. No further discussion. No one opposed. Everyone approved.

	<p>Dr. Trent: Are there any objections?</p> <p>Freislinger: No.</p> <p>Dr. Trent: Seeing that there are no objections, we will proceed to the next item, Primary Enclosure. Comments on this item?</p> <p>Dr. Schmid: Mark not applicable for “socially housed animals can escape or hide to avoid aggression.” Also, mark not applicable for “nonhuman primates are socially housed except for scientific, veterinary or behavior reasons,” and “single housing of nonhuman primates is for the shortest duration possible.”</p> <p>Dr. Schmid: Not applicable for the rest of the subpoints under Primary Enclosure. They pertain to nonhuman primates, food troughs, and housing agricultural animals.</p> <p>Dr. Trent: Are there any further comments or questions?</p> <p>Freislinger: None.</p> <p>Dr. Trent: Seeing that there are none, let’s move forward to the next item, Environmental Enrichment, Behavioral and Social Management.</p> <p>Lloyd: I say acceptable for the first four subpoints under this section. What do you think, Doc?</p> <p>Dr. Schmid: Mark acceptable for structures and resources that promote species typical behavior, novelty enrichment, and the plans for housing that are reviewed regularly by IACUC. Jennifer and I discuss that information throughout the year. Jennifer and I have also received enough training to identify abnormal animal behaviors.</p> <p>Council: Mark acceptable for habitation to routine procedures that are a part of the enrichment program.</p> <p>Dr. Schmid: I agree, and I think the remaining sub points pertain to single housing for social species. Mark those points as not applicable.</p> <p>Dr. Trent: Does everyone agree? Any objections?</p> <p>Dr. Trent: Seeing that there are no objections, let’s move to Sheltered or Outdoor Housing.</p> <p>Dr. Trent: Thoughts? Comments?</p> <p>Council: That’s not applicable.</p>	
--	---	--

	<p>Lloyd: What's not applicable?</p> <p>Council: None of the sub points are applicable.</p> <p>Dr. Schmid: We don't maintain sheltered or outdoor housing here. None of the sub points are applicable to our program.</p> <p>Lloyd: Ok.</p> <p>Dr. Schmid: Mark not applicable for the two sub points under Naturalistic Environments as well.</p> <p>Dr. Trent: Are there any questions? Objections?</p> <p>Dr. Trent: Seeing that there are no objections, we will move to the next item, Food.</p> <p>Council: Mark all of the subpoints as acceptable. We have a regular feeding schedule and procedures that include caloric intake management. We also teach students to practice habits that prevent food contamination.</p> <p>Dr. Schmid: A regular bug spray guy visits TJC North once a month. Ryan keeps a log of the monthly visits.</p> <p>Dr. Trent: So, should we mark all subpoints as acceptable under this item?</p> <p>Dr. Schmid: Yes.</p> <p>Council: Yes.</p> <p>Dr. Trent: Are there any questions or objections?</p> <p>Dr. Trent: Seeing that there are no objections, let's move to the next item, Water.</p> <p>Council: Mark both subpoints as acceptable. We follow all of the procedures on providing animals with water while they are in our care. Also, we keep them hydrated. Mark the four subpoints under Bedding and Nesting Materials as acceptable.</p> <p>Dr. Schmid: Don't mark that fourth subpoint as acceptable under Bedding and Nesting Materials. We don't need to minimize "scientific variables." That subpoint is not applicable to what we do.</p> <p>Dr. Trent: Are there any objections? Questions?</p> <p>Lloyd: No.</p>	
--	---	--

	<p>Dr. Trent: Seeing that there are no objections, we will move to the next item, Sanitation.</p> <p>Freislinger: We should mark all subpoints as acceptable under this item. I saw the cleaning and disinfecting solution that the program keeps on hand.</p> <p>Council: We also change out the towels and bedding material in animal cages and crates when we use them. We change them regularly when we have animals in the back room.</p> <p>Dr. Trent: Are there any objections, suggestions, or questions?</p> <p>Dr. Trent: Seeing that there are none, let's move to the item, Waste Disposal.</p> <p>Dr. Trent: Are there any comments on waste collection and disposal?</p> <p>Council: We have a service that collects hazardous waste at North.</p> <p>Freislinger: I saw the red containers with the biohazard, sharp safety stickers on the side. I saw them in the Vet Tech treatment room. So, I know you are collecting waste and holding it properly until pick up.</p> <p>Dr. Trent: Are there any further questions? Comments? Concerns?</p> <p>Dr. Schmid: Let's mark acceptable for all subpoints under Waste Disposal and Pest Control. We collect and properly store our hazardous waste. Jennifer is correct. A company retrieves this form of waste and properly disposes of it for TJC. Also, Innovative or another company regularly sprays for bugs. Ryan makes a record of every visit by the bug spray guy. The bug spray service is conducted once a month.</p> <p>Dr. Trent: Thank you. Let's move to the next item, Emergency, Weekend, and Holiday Animal Care.</p> <p>Dr. Schmid: Mark acceptable for a disaster plan, care provided by qualified personnel, and accessible contact information. TJC has a disaster plan. Jennifer and I are qualified to handle the animals.</p> <p>Dr. Schmid: Mark not applicable for veterinary care available after hours, weekends, and holidays because we don't usually keep animals here after hours, on weekends,</p>	
--	--	--

	<p>and during holidays. We also don't do monitoring of backup systems in our program. So, mark that as not applicable.</p> <p>Dr. Trent: Any questions? Comments?</p> <p>Dr. Trent: Seeing that there are no comments or questions, we will move forward to Identification.</p> <p>Dr. Trent: Identification is our next item for discussion.</p> <p>Dr. Schmid: Genotype information included and standardized nomenclature used when applicable is not applicable to our program, but mark acceptable for cage/rack cards contain required information.</p> <p>Dr. Schmid: Also, mark acceptable for clinical records accessible and contain appropriate information.</p> <p>Council: Records are also provided when animals are transferred between a shelter and TJC. So, mark the second subpoint as acceptable.</p> <p>Council: We don't really do anything with Breeding Genetics and Nomenclature. We should mark the two subpoints as not applicable under this item.</p> <p>Dr. Trent: Any questions from Steven? Kristi?</p> <p>Kristi: No. No questions from me.</p> <p>Lloyd: Nothing to add. Jennifer knows that information better than I do. Nothing from me.</p> <p>Dr. Trent: Then we will move forward to Storage, the next to last item on the Semiannual Facility Inspection Checklist.</p> <p>Council: Mark acceptable for all subpoints under this item. We have the big deep freezer that can hold animal tissue and carcasses below 7° Celsius. I clean it; sometimes I require my student workers to clean it. We also provide bedding for animals in vermin-free areas, and we protect their food from contamination.</p> <p>Dr. Trent: Are there any objections? Comments on this item?</p> <p>Dr. Trent: Seeing that there are no objections, let's move to the next item on the list, Personnel.</p> <p>Dr. Schmid: TJC North has plenty of space for administration and training. We don't have locker rooms, but we have space for staff, the Dean, and incoming</p>	
--	--	--

	<p>Operations Manager to use. Mark acceptable for the subpoint under Personnel.</p> <p>Dr. Trent: Thank you, Doc. Any comments from the rest of the Committee? Any questions?</p> <p>Dr. Trent: Let's vote to approve everything we have marked on the Semiannual Facility Review.</p> <p>Dr. Trent: Do I have a motion to approve?</p>	
Next Semiannual Program and Facility Reviews	<p>Dr. Trent: The next topic for us to discuss is when to conduct our next IACUC meeting.</p> <p>Dr. Schmid: Would the Committee like to hold its next meeting sometime near the end of July 2020? We can conduct our Semiannual Program and Facility Reviews during that meeting.</p> <p>Lloyd: Would we wait until later in the spring to select a specific day in July 2020?</p> <p>Dr. Schmid: Yes.</p> <p>Council: That's fine with me.</p> <p>Freislinger: That sounds good.</p> <p>Dr. Trent: Are there any further comments, questions, or suggestions?</p> <p>Dr. Trent: Seeing that there are none, we should vote.</p> <p>Dr. Trent: Is there a motion to hold the next IACUC meeting and to conduct Semiannual Program and Facility Reviews toward the end of July 2020?</p>	<p>1. Wolf motioned to approve of holding the next IACUC meeting and to conduct Semiannual Program and Facility Reviews toward the end of July 2020.</p> <p>2. Council seconded the motion to approve.</p> <p>3. No further discussion. No one opposed. Everyone approved.</p>
Letter to Institutional Officer & Chart of Deficiencies	<p>Dr. Trent: Doc, would you like to discuss the letter to the Institutional Officer?</p> <p>Dr. Schmid: Yes. Ryan and I will write a letter and then send it to Dr. Juan Mejia, the Institutional Officer. We will identify the deficiencies in that letter, and we will let him know that the Vet Tech program is taking steps to correct those deficiencies.</p> <p>Dr. Schmid: I will also send a chart with the deficiency categories and our plan for action for each deficiency. I have already started to fill in this chart. It will accompany the letter to Dr. Mejia and remain in the IACUC binder.</p>	<p>1. Council motioned to approve sending the letter and chart to Dr. Mejia.</p> <p>2. Kristi Freislinger seconded the motion to approve.</p> <p>3. No further discussion. No one opposed. Everyone approved.</p>

	<p>Dr. Trent: Thank you, Doc. Are there any questions? Any further comments?</p> <p>Lloyd: I agree with that idea.</p> <p>Freislinger: That's a good plan of action.</p> <p>Dr. Trent: Do I have a motion to send this letter and the chart to Dr. Mejia?</p>	
Adjournment	<p>Dr. Trent: Do we have any further comments or questions?</p> <p>Dr. Trent: Would any of the members of this Committee like to discuss any other business?</p> <p>Freislinger: No.</p> <p>Council: No.</p> <p>Dr. Trent: Do I have a motion to adjourn?</p>	<p>1. Ryan Wolf motioned to adjourn the meeting.</p> <p>2. Council seconded the motion to adjourn.</p> <p>3. No further discussion. No one opposed. Everyone approved and the meeting ended.</p>

Chairperson of the IACUC
Dr. Idalia Trent

Scribe
Ryan Wolf