

University of Washington
December 17th, 2020 IACUC Meeting Minutes

Members Present:	AB	JA	KS
	CM	JPVH	MB
	GS	JS	MK
		KG	ML
		KAG	SRH
			SL
Members Absent:	AW	DM	FRR
	JM		

Opening Business

- The IACUC Chair called the meeting to order at 2:30 pm.

Confirmation of a Quorum and Announcement

- Quorum was confirmed by JS.

IACUC Training

- The Importance of Sex as a Variable in Preclinical Drug Discovery – **MBH**
Guest speaker on sex-related differences in preclinical research studies. The lab focuses on the epilepsy and anti-seizure drug discovery.

IACUC Member Entered 2:40PM

Approval of the IACUC Meeting Minutes

- The IACUC Chair called for the approval of the November 19th, 2020 meeting minutes.
The IACUC Chair noted that there was a correction and the committee had been notified.

Motion was made and seconded: to approve the minutes as written.

Further Discussion: *None.*

Vote: Approved with 14 members voting in favor, 0 against and 0 abstentions.

Attending Veterinarian's/OAW Director's Report - KS

- HoverBoard upgrade has been moved to March 2021.
- Training program updates: New online lesson on Tissue Collection from Mice for Genotyping.
- IACUC metrics- see meeting documents
- Facility issues:
 - Lights – Not all of the room lights turned OFF as scheduled in 2 bird holding rooms in Life Sciences Building facility. The bird holding rooms have the usual room lights as well as a separate auxiliary lighting system and both sets of lights are set to the same schedule. Earlier in the day, the lighting vendor had been doing calibration of the room light sensors which

University of Washington
December 17th, 2020 IACUC Meeting Minutes

required turning off the auxiliary lighting. When turning the auxiliary lighting back on, the vendor inadvertently fixed those lighting controls into the "always on" position. Thus, those auxiliary lights in the bird rooms didn't go off as scheduled that night. Light sensor alarms were activated and the light cycle on those lights were corrected the next morning. No obvious bird health issues have been identified as a result of this event.

- Temperature: The Brotman heating boilers unexpectedly shut down due to a high temperature alarm caused by a bad temperature sensor on the units. Shutting down the boilers caused temperature fluctuations and sent an alarm call. Building engineers responded and the boilers were restarted approximately 1 ½ hours later. The temperature readings in 3 rodent animal holding rooms were slightly out of the set point range. In reviewing the temperature logs for those rooms, all out of range temperatures were momentary to less than 1 hour. All room sensors are working appropriately and there have been no additional temperature alarms.
- Protocol Monitoring:
 - Seventeen total protocols. Of the protocols, eight involve surgery, one restraint (and sx), 2 tumor modeling, 6 miscellaneous (tape skirt, infection, water quality, prolonged anesthesia). The ferret CHIMERA procedure was placed on inactive protocol monitoring status as the group has no plans to do this for the foreseeable future. Eleven are inactive right now.
- PI responses to Letters of Counsel:
 - 4411-01: The incident involving the tail-tipping of 29-day old mice was an unfortunate mistake that the lab has taken very seriously. They are aware of the rules on tail tipping, but unfortunately miscalculated the age of these mice and were a day late in performing the procedure. To ensure that such an event does not occur in the future, and to keep in accordance with their IACUC protocol, all lab personnel have reviewed the approved genotyping methods on the protocol as well as the Genotyping of Laboratory Mice policy. They will be moving away from tail-tipping and will mainly use ear punching for genotyping. The lab is in regular contact with Vet Services to ensure that all procedures are within the policies and in the best interest of animal welfare.
 - 4249-01: The PI reviewed the Letter of Counsel and the incident with laboratory members. The lab discussed putting into place a procedure in which everyone who has completed their animal husbandry work will double check that all cages are fully engaged into the racks before leaving the facility. Additionally, all lab members and the PI have completed the online course "Engaging Rodent Cages into Racks".
 - DCM: We are deeply saddened by any error that results in harm to animals. Staff involved in an adverse event receive counseling and one-on-one retraining, specific to the event. Additionally, we have been continuing the animal health check refresher training for all of the animal care staff in DCM. In this refresher our trainer meets with a small group of animal care technicians. Individually, the technicians perform mock health checks on a rack which has been pre-set with health check abnormalities such as poorly seated cages and cages lacking food and water. We discuss the best approach for health checks with each team member contributing their best practices. This review specifically emphasizes scanning racks at a distance and along vertical rows to identify abnormalities, such as improperly

University of Washington
December 17th, 2020 IACUC Meeting Minutes

seated cages, which are less evident on close inspection of a single cage. It is time-consuming, but focused and we believe helpful as people are more engaged when they contribute to the conversation. Two facilities have completed this training, and we are moving on to the rest. In addition, our facility staff has been completing the on-line training provided by AUTS regarding checking food and water. Finally, we are having the bracket that holds the cage in place re-aligned on some of our racks to make the cages slide into place easier. This is on-going maintenance that continually needs to be completed.

The plan had been to implement the “mystery cage” program this fall, yet with the pandemic, they haven’t been able to do it. The DCM Chair has personally talked with their trainer, and they will re-implement this program as soon as possible. It is a program using positive reinforcement, as especially now, continued negative measures may not have the desired effect.

Because we have a large number of breeding animals in our colony, we chose not to implement the practice of pushing on every cage at each health check. Pushing on a cage hard enough to ensure it is seated properly would cause the cage, and rack, to move. We have observed increased cannibalism when cages with small pups are disturbed, and so do not want to cause harm in our attempt to prevent harm.

Finally, we appreciate the Office of Animal Welfare (OAW) partnering with us in various ways to get the word out to researchers to be on alert to basic life safety issues for all of our animals. OAW has been helpful in highlighting items in an email newsletter and in designing new training. Together, we will continue to make these issues a high priority.

An IACUC subcommittee will be formed to broadly look at possible improvements. The AV stated that DCM and the WaNPRC have discussed forming a cross functional group to investigate near misses and incidences using root cause analysis to identify improvements to reduce occurrences.

- Protocol non-compliance on 2448-12: The PI expressed regret that this mistake happened and they do not currently have plans to change the protocol to shorten the timeline between injections, but if they do, they will amend the protocol and seek IACUC approval. To prevent any further instances of this type of mistake, a checklist has been drafted outlining the steps for scheduling each procedure with inclusion of a step to ensure that the timing and procedures are in accordance with the protocol. This will be checked by the lab scheduler and then confirmed by PI prior to scheduling a procedure.
- Adverse Events:
 - 4473-01: A cage of 3 mice were found dead with no food present in the cage. The mice have a 28-day weaning variance and were weaned 8 days by prior the investigator, which was the last time the mice were handled. Due to the length of time from the last time the cage was handled, it appears that not enough food was placed in the cage at the time of weaning. The mice had daily health checks performed, but the lack of food was not noticed by the husbandry technician. Corrective Action: The technician for the room was retrained on the SOP for identifying cages with low or no food and took the on-line training lesson. The investigator was retrained on proper cage set up including food and water and asked to complete the online training as well.

University of Washington
December 17th, 2020 IACUC Meeting Minutes

Reported to OLAW.

There have been no similar previous adverse events with this lab or technician.

Motion was made and seconded: to send a Letter of Counsel to the research group.

Further Discussion: *None.*

Vote: Approved with 14 members voting in favor, 0 against, 0 abstentions.

- Non-compliance:

- 4390-01: One cage of 5 mice was reported by an animal technician for an abnormal cage setup. On examination by Vet Services, the mice were noted to have a slanted, elevated wire mesh on the cage floor designed for fecal collection over multiple days. The mice had access to food and water, but the height of the mesh decreased the vertical space in the cage to less than is recommended by regulations. There was no housing exception approved in the protocol to utilize this method of fecal collection. The Attending Veterinarian was notified and the PI was instructed to return the mice to standard housing until an amendment could be made to the protocol to include appropriate cage set-up for fecal collection. Correction Action: The PI acknowledged the mistake, immediately moved the mice back to standard housing, has been working with DCM Vet Services to design an appropriate cage set-up for this collection, and will submit an amendment for approval.

Reported to OLAW.

The AV recommended a Letter of Counsel. A committee member recommended a strongly worded letter to reinforce the importance of working collaboratively with DCM and submitting an amendment before making any changes to an approved protocol.

Motion was made and seconded: to send a Letter of Counsel that will be strongly worded regarding the importance of submitting an amendment before making any changes to the approved protocol.

Further Discussion: *None.*

Vote: Approved with 14 members voting in favor, 0 against, 0 abstentions.

Motion was made and seconded: to send a Letter of Commendation to the animal technician who identified the non-compliance.

Further Discussion: *None.*

Vote: Approved with 14 members voting in favor, 0 against, 0 abstentions.

- From Arizona

- Facilities items: No items to report.
- Adverse events: No adverse events to report.

Standard Operation Procedures / Policies / Guidelines

- Non-Pharmaceutical Grade Policy – **KS**

Revisions to clarify the definition of pharmaceutical grade and when pharmaceutical grade substances must be used.

Motion was made and seconded: to approve the revised policy as written.

Further Discussion: *None.*

University of Washington
December 17th, 2020 IACUC Meeting Minutes

Vote: Approved with 14 members voting in favor, 0 against, 0 abstentions.

Other Business

- Semiannual Program Review

For the program review, the IACUC was split into groups and each group looked at specific parts of the program as categorized in the OLAW program review checklist. Each group provided a summary of their discussions and provided their feedback and suggestions for improvement. These will be incorporated into the draft semi-annual report to be reviewed and finalized at the January meeting. An IACUC member suggested that the January IACUC meeting have training for committee on the difference between “must” and “should”.

Closing Business:

The Meeting was brought to a close at 4:02 pm. The floor was opened to public comment.