

NEBSA Board Meeting Minutes – January 9th 2018

Board Members Present: D. Felis, L. Mark, A. Sallee, J. Tonkiss, R. O’Keefe, B. Parsons J. Healey, M. Sabolefski

Board Members Absent: P. Arokiaraj, K. Joseph

AGENDA

- I. Review the December 2017 Meeting Minutes (All)
 - Approved
- II. The budget was reviewed (Mary)
- III. Review Updated SOP and ByLaws (Despina)
 - New Social Media Role was added to the NEBSA ByLaws and SOP
 - The ByLaws were updated for the President Elect a one year to 6-month support role
- IV. 2018 NEBSA Board Goals
 - Mentoring Program
 - i. The Board agreed this is important in an early biosafety career
 - ii. Discussed including mentors in the area that are available for 6 months to a year and their areas of interest
 - iii. It would be limited to NEBSA Memberships only
 - iv. Check in at the end of mentorship program for recommendations and feedback
 - v. Potential Panel Discussion at Symposium
 - vi. Mentor Program Description Draft – review in February (Mary)
 1. Topic based (e.g. BL-3, animal biosafety, large scale biosafety, ext.)
 - vii. Biosafety 101 Folks – Mass Bio Council – target this population as well as NEBSA
 - Biosafety 101 – Betsy checked and there is interest in hosting this again in 2019
 - Webinar – potential topics/speakers
 - i. Lab Automation (Mary - Speaker, Rich W. - Speaker)
 - ii. Review webinar platforms used by other Affiliates - Despina
 - Create a scholarship for students
 - i. Application (Betsy/Rhonda/Jessica)
 1. Web Based Application – next steps – will be reviewed in Feb
 2. Preference will be given to students in New England
 3. Transcript(s) will be required
 4. Students will be required to draft an essay explaining “what biosafety means to you?” “Why are you interested in health and safety”?
 5. Undergrad, Graduate, PhD
 - ii. Budget was reviewed to establish scholarship funds. The scholarship fund will be for \$1,500.
 - iii. The scholarship will be advertised at schools, NEAIHA, ASSE, ABSA Listserv, MailChimp, FB and Twitter
 - Create a NEBSA Board Social Media Role – (Despina, Rhonda)
 - i. Applicants so far for the Social Media Role include:
 1. Amruta Samant – MGH
 2. William Greene – Cambridge Health Alliance
 3. Penny Holemann
 - ii. Elections will be sent out in February
 - UMass Lowell Student Update - Mary & Jessica – in progress

- “BSL-3 Community of Practice” - Working Group Pre Conference Meeting with our Symposium - several hours / ½ day type deal - invite BSL3 operators, commissioning groups, maybe some equipment vendors, etc.
 - i. Ted, Rhonda – changes to the BL-3 labs, training, best practice sharing will be developed as a pre-conference course or half day at this year’s Symposium

V. Other Business (All) – None