

Laboratory Staff Meeting Minutes

April 15, 2020

12:00 to 13:00

Attendees: Laura S, Laura G, Moses, David, Solomon and Holly

1. Talking in the micro lab:

- As we discovered when we first moved into the building, any loud talking echo's off the walls and is very loud and distracting.
- Laura S has had to do many teleconferences and this noise makes it very difficult for her to hear the conversation on the phone.
- Also, with COVID 19, it is recommended that talking be kept to a minimum.
- If we need to communicate with each other, please do not yell across the room, get up and speak to the person.

2. COVID-19 testing:

- We will be getting the GeneXperts soon.
- Laura S is unaware of how many test cartridges we will be getting so cannot fully plan the staffing at this point.
- Laura S has submitted the schedule for May and it is normal but will probably have to change.
- We will have to do OT at first most likely until we see how much work this will be and if we need another person to come into Micro to help us.
- It is very exciting that we will be doing this testing and we will all work as a group and get the work done!!!!

3. Roundtable:

- No one had anything to add.