

**Core Laboratory Weekly Meeting**  
**21 October 2020 (Wednesday) @ 11:15 am**

Attendees: Ren, Amelia, Kim, Bayo, Kayla, Kaylan, Amy

Regrets: Erin, Theresa

Recorder:

**I. Instrumentation Update:**

No.	Topic	Author	Discussion/Action
1	Coag	RR	E-mailed Jen on October 20 <sup>th</sup> regarding Coag reagents and controls. E-mail was forwarded today to Cynthia as well. <ul style="list-style-type: none"> <li>• Only 5 days of QC remaining.</li> <li>• Ren will call Inuvik to get replacement controls for the time being.</li> </ul>
2	Coag	RR	Upgrade to SW Version 6.3 and parameters 18.5 (Engr. Richard Krecsy).
3	Chemistry	RR	Request for ALTV reagents has been approved by Cynthia on October 20 <sup>th</sup> . Expecting the arrival of ALTV by Saturday at most. <ul style="list-style-type: none"> <li>• 2 boxes of slides left</li> </ul> The other huge shipment will arrive on Wednesday (October 28 <sup>th</sup> ).
4	Fridge Failure	RR	Will update David Moore when the walk-in fridge is back to “normal” operations. Jen will generate a memo.

**II. Policy Review:**

No.	Topic	Author	
1			

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### III. Staff/COVID-19 Update:

No.	Topic	Author (s)	
1	COVID-19 swabs update	RR	<ul style="list-style-type: none"> <li>• Swabs are taken as per schedule on a daily basis.</li> <li>• If result is NEGATIVE, no need to wait for the approval or permission from the COO to return to work.</li> <li>• Also, the MLT can collect blood right away.</li> <li>• <b><u>There are no restrictions.</u></b></li> <li>• Vacation should be resubmitted and schedule should be adjusted to reflect these changes.</li> </ul>
2	Bayo is back yesterday. Erin will be back today.	RR	

### IV. Suggestions:

No.	Suggestions	Author(s)
1	Walk-in fridge: <ul style="list-style-type: none"> <li>• We will be purchasing a temperature recorder for that fridge.</li> <li>• Amy is working on a Policy for Dexterra to get a procedure for them and how they should be responding.</li> <li>• Dexterra at fault for recent reagent loss.</li> </ul>	
2		