

**Core Laboratory Weekly Meeting**  
**23 December 2020 (Wednesday) @ 11:15 am-11:45 am**

Attendees: Ren, Amelia, Kayla, Kaylan, Jeff

Regrets: Bayo, Amy, Erin, Theresa

Recorder:

**I. Instrumentation Update:**

No.	Topic	Author	Discussion/Action
1	Hay River correlation samples	RR	<ul style="list-style-type: none"> <li>I left a note in Hematology bench on what samples need to watch and send it to Hay River before 1500 h.</li> <li>Linda Carman (Hay River) may send some samples to our lab for their correlation.</li> </ul>
2	ABL837and ABL90 (x2) validation	RR	<ul style="list-style-type: none"> <li>I started validating the three (3) ABL instruments on December 21<sup>st</sup>.</li> <li>If you have any samples (heparinized whole blood, syringe), please let me know or leave them on the miscellaneous bench rack in front of the ABL90s.</li> <li>Will chat with the respiratory department to obtain arterial blood samples.</li> </ul>
3	New thermometers validation	RR	<ul style="list-style-type: none"> <li>I will start doing the new thermometers validation in the core lab at the earliest.</li> <li>I will place a tag on the new thermometers to avoid confusion for the early shift.</li> </ul>
4	SARS-CoV2 recalibration	KB	
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**II. Policy Review:**

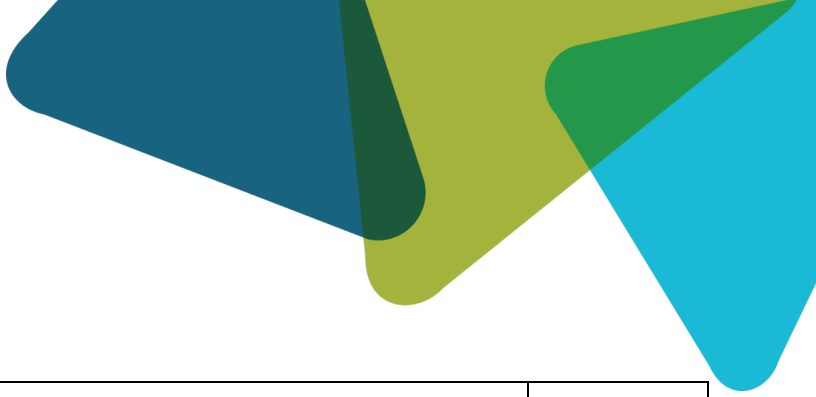
No.	Topic	Author	
1	Personal cell phones while at work	JD/RR	<ul style="list-style-type: none"> <li>It is a violation of the <b>Human Pathogens and Toxins Act and Regulations</b> to use personal electronic devices in the workplace that are not a requirement of your work.</li> <li>Supervisors and managers are allowed to use their cell phones while at work.</li> <li>Please leave your cell phones in your lockers.</li> </ul>
2			

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

No.	Topic	Author (s)	
1	Eye protection required for MLT and MLA staff	RR	<ul style="list-style-type: none"> <li>Starting December 21<sup>st</sup>, MLAs and MLTs are required to wear an eye protection such as face shield or goggles while at work.</li> <li>The eye protection may be removed when going for a coffee or lunch break.</li> <li>Carolyn ordered safety glasses yesterday for everyone.</li> </ul>
2	Ringling phones in the lab	RR	<ul style="list-style-type: none"> <li>We need to answer the phone in the lab when it's ringing for 3X or more especially when no MLAs or clerks to answer it.</li> </ul>

**IV. Suggestions:**

No.	Suggestions	Author(s)
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