

## Microbiology Meeting Minutes

July 31, 2024  
12:15 to 12:45

Attendee	Present?	Attendee	Present?
Laura S	✓	Chelsea	✓
Moses	✓	Jen	
Solomon	✓	Katie	✓
Laura G	✓		
Minutes recorder: Laura S			

1. Laura S off:
  - Laura S will be off for 2 weeks
  - There will be a responsible person for each of these days
  - If there is an issue, go to the responsible person
  - If you need to phone in sick, text the responsible person
  - If OT is needed, the responsible person can take it to Lisa just to get pre-approval
  
2. -80 freezer:
  - Just be aware that after the monthly maintenance is performed, it takes a while for the temperature to come back down to -80
  - It happened last week, and we were not aware of this and thought something was wrong
  - Put a note on the freezer saying maintenance was done so other lab staff know why the alarm is ringing
  
3. Sputum gram stains:
  - Laura S sent out the email about sputum gram stains
  - The comment was too long, so it has changed
  - Q-score is no longer mentioned
  - Also, a comment for the sterile catheter sputum from respiratory therapy has been added as an option
  - Immunocompromised status is not used during the scoring of these specimens
  - Moses reminded us that if the sputum is being rejected, do not report bacteria
  - Chelsea asked about cancelling sputum, what comment do we put in the culture order. For now, just put the same comment. Laura S will look at this as there used to be a rule that the culture automatically got rejected when the Q-score was low

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4. Desktop label printers:
  - It has been a joke in the past, but we really need to use these printers
  - It becomes disruptive to the front bench tech when their labels are mixed in with bench labels
  - If anyone is not sure how to use them, let Laura S know
  - Solomon mentioned that sometimes they do not scan. If this happens, let Laura S know and she will look at it
  
5. Containers for not active strep reagent:
  - Laura S ordered red containers for the not active strep reagent
  - There are 2 buckets, one for A/B/C/D/F/G and one for 1/2/3
  - This will help keep the not active more organized than the other container
  
6. Roundtable:
  - Laura G asked if there is OT when Laura S is away who do we ask. Same as now except Lisa instead of Laura S. If it is after hours or weekends, it is the PCC