

Core Lab Meeting Minutes

Oct 16, 2024
Time

Attendee	Present?	Attendee	Present?	Attendee	Present?
Lisa(Recorder)	✓	Amelia	✓	Jolina	✓
Theresa		Jobelle		Cindy	
Erin		Hanna	✓	Bri	✓
David		Uswald	✓	Amy	✓
				Bayo	

- Storage Room- We have been told that we needed to clear everything out of the storage room, so all extra supplies that were in there have been moved into the lab. Pipette tips are now in the cupboards and on the shelves in urines, Extra Versa Tips are in the storage area by walk in fridge, all waste containers are on the shelves. I am trying to find a smaller table to replace the one you use for calibrations, this way we can fit another shelving unit there, to create more storage. Because we have an overabundance of waste containers we can replace them more often to reduce the number we have to store.
- Platelet Charts are on back order, once the last one is used, we will not be putting one in until we receive the order.
- BB Freezer is broken, and it is going to take at least 1 month for the replacement parts to arrive. In the meantime, the in-use products, ice packs and plasma are in the chemistry freezer. Since it does not have a chart monitor, we need to document the temperatures every 4 hours. The PCC did not do it last night so all our current plasma stock is in quarantine, it is available for emergency use and if this happens let Amy know as she will have to do up paperwork for it. Amy will be replacing our AB plasma only for the time being. We are looking for a freezer to use as well as the chemistry freezer has also been very unreliable lately. On call staff will have to come in during their call to record these temps. As per Mahen we can just notify the security desk when we come in and leave for this task. On the weekends, during the C1 period, Amy and I are available to do the checks at 1900 if the on call person doesn't want to come. We will update you with any new information