

Core Lab Meeting Minutes

Feb 11, 2026
Time

Attendee	Present?	Attendee	Present?	Attendee	Present?
Lisa	<input type="checkbox"/>	Amelia	<input checked="" type="checkbox"/>	Jolina	<input checked="" type="checkbox"/>
Amy (Recorder)	<input checked="" type="checkbox"/>	Jobelle	<input type="checkbox"/>	Brianne	<input type="checkbox"/>
Erin	<input checked="" type="checkbox"/>	Hanna	<input type="checkbox"/>	Brayden	<input type="checkbox"/>
David	<input type="checkbox"/>	Uswald	<input type="checkbox"/>	Florence	<input checked="" type="checkbox"/>
Isaiah	<input checked="" type="checkbox"/>	Theresa	<input checked="" type="checkbox"/>		

1. Alarm keys on Fridges and Freezers in Blood Bank – Amy walked through the morning after the power outage and the key for the alarm on the freezer was turned to OFF and likely had been that way since putting away stock the previous day. Please remember to turn the keys back to on when done – else Amy will need to remove them and the equipment will just alarm.
2. Ordering Supplies – Materials Management has confirmed they have noticed stuff is taking longer to ship from suppliers. Please be mindful of ordering when supplies are getting down. Don't wait until the last vial or last box of things. Example – radiometer used to be next week delivery – now almost 3 weeks.
3. Budget for 24/7 Lab services in the news – it has only been proposed the budget is not yet accepted. If it is there will be opportunity for staff engagement on how it is operationalized.
4. Vitros Cuvettes – There was a sleeve that was put on the machine that was upside down – it came from Ortho like that so take a look when loading the cuvettes they are in the right orientation. As well don't push them beyond the pins. The machine will pick them up if they are in the right spot. If they are pushed too far it will not.
5. Breaks on Evenings – remember that breaks should be taken for all staff and to work as a team to ensure everyone gets their breaks. Priority for samples is stats, timing out routine samples. It is not ok to leave early because a break was missed.
6. New 7600 – QC seems to fail when the machine hasn't been run much – so recommendation to run QC on Friday evening if possible or pull a random sample and run it 3-5 times for Glucose/electrolytes before QC on Saturday to prime the pumps and maybe get rid of any air/dry slides etc. due to the machine not being run as much.