

LABORATORY MANAGEMENT COMMITTEE
March 22, 2004 - 1400 HOURS
BOARD ROOM, ST. CLARE'S

PRESENT

Dr. D. Cook	Dr. E. Randell	Ms. G. Norris
Ms. M. Noftle	Ms. A. Hill	Mr. B. Dyer
Mr. T. Gulliver	Mr. E. Stapleton	Ms. L. Wade
Dr. L. Whitman	Dr. D. Robb	Dr. D. Fontaine

ABSENT

Ms. P. Francis Dr. S. Parai Dr. J. Hutchinson

1. Minutes of Meeting - November 20, 2003

Adopted as circulated.

2. Business Arising

a. Renovations

Terry updated on renovations at the HSC. Pathology Gross Room is completed. Phase III, Haematology, near completion and planning for Phase IV.

Terry to contact Facilities in regards to Microbiology renovations.

b. Financial Status and Capital Equipment

Program is over budget approximately \$500,000 to the end of February. Terry informed that he and Dr. Cook have met with George Tilley, Dr. Williams, and Sharon Lehr for a detailed analysis of the Program's budget.

Terry felt that with the current vacant positions and other initiatives that the Program should be OK for 2004/05. The only exception may be the under funding in Genetics.

In regards to capital equipment, Terry updated that tenders were recently awarded for the Atomic Absorption Spec, Sperm Analyzer, Immunopathology Stainers, Pathology Special Stainer, Pathology slide and cassette labellers, 2 microscopes for Cytogenetics, upgrade Dr. Whitman and Dr. Fontaine's microscopes with cameras and awarded 6-year reagent lease to Beckman Coulter to upgrade Haematology equipment corporate wide.

Terry indicated that the Program received \$1.128 million for 2003/04. These funds came from IGA, VOCM Cares, and HCCSJ's annual capital allotment.

f. External Proficiency Testing (Dr. Randell)

Dr. Randell expressed concerns in regards to turn around times for certain tests with our current CAP program. He recommends that the Laboratory Program use a second proficiency program for certain tests so that we can improve our turn around time and take corrective action much quicker.

Terry asked that each Division Manager provide to him a list of tests that they feel should participate in a second external proficiency program.

Action: Each Division Manager

3. New Business

