January 14th, 2019

Attendees: Paul Rossi, George Srajer, Nena Moonier, Wendy VanWingeren, Dean Wyncott, John Mazzio, Clay White, Lisa Berkland

**Paul:** Michael Fries and Andy Stevens are participants of a working group at Argonne that is examining the latent oxygen deficiency hazards associated with working at the lab.

Work Planning and Control training workshops for employees will launch in February and continue into the spring.

**Nena:** The programmer Arvind passed along the notification that upgrades to the ORACLE system is taking place January 24th. This upgrade means that ORACLE databases such as ESAF, GUP, etc. will be non-accessible all day.

She requested that we check our training profile for any expiring training so that we do not become derelict.

**Dean:** He is going to be the DEEI completing the inspection of equipment being installed by Continuum Laser at sector 35.

**John:** He modified the code for the hourly test pages being sent to the FC phone so that they text the 0808 phone twice -8:30 & 12:30- during shutdown. For the user run he will have test pages delivered four times a day.

He is disseminating emails to beamline staff to get the ball rolling for scheduling routine radiation surveys for the 2019-1 run.

He and Lisa instructed the three most junior main control room operators on pertinent floor coordinator duties they may need to perform on off-hours.

By dint of diligence, he has completed the testing of all the oxygen deficiency monitors across the experimental floor.

**Wendy:** She presented the new type C survey form that she drafted. It includes minor changes to the former sheet. She brought to light that type C survey forms should be scanned into ICMS and attached to their mother CCWP file henceforth.