04/23/2020 – EFOG Meeting

Present: Nena, Liz, Clay, Wendy, Shane, John, Steve, Ashley, Dean, Bruce, Bruno

Nena

* From Ops Meeting this week
	+ The May shutdown has been canceled
	+ There will be a 1 week mini-shutdown in June
	+ No shutdown planning meeting next week; next meeting on May 6th
* Min Safe Ops will most likely continue for another month or so
* John will work with HP during the mini-shutdown on the ADM 610s
	+ Nena to check on practical portion of Rad Worker 2 training John may need to take
* For the 1 week shutdown we may have two FCs on site
* Nena to talk to Paul Rossi about how we will handle the mini-shutdown (i.e. treat as a longer machine studies or maybe some other option)
* Once remote and mail-in experiments increase (limited ops) we might have more people from our group on-site at that time. This could look like 2 FCs on days, 1 FC on nights and Nena and Liz alternating (only one person on-site during machine studies days). Can discuss the evening shift time once we reach this point.
* Nena will set up individual goal check-ins with everyone within the next month or so
* Bruno and John will coordinate with each other on monitor calibration

Bruno

* Ed Russell completed the Life Safety Inspections for March for 431 and 432
	+ Nena to email Ed and Ron to see what our role, if any, should be regarding these inspections for April
	+ Nena to talk to Paul about testing eyewash stations
* Chain fall hoists due 6/1/2020. Bruno has talked with national elevator about providing us with an extension letter (good for 6 months).
* Aerial platform training is delayed due to Min Safe Ops.
* Cryo line work at 6ID-A was going to happen during the May shutdown; due to the shutdown schedule change this work timeline is now up in the air
* Finished NEC2020 course
* ODH Alarm Procedure is now in the hands of Andy. Kelly Jaje is aware of this progress on this

Shane

* Nothing to add to the FC watch list
* Per Bruno, if O2 monitors fall below full charge, please swap them out
* This week has been more active with a heavier than expected ESAF load
* Assisted with some other items including at Sectors 11 and 6 and letting people into offices, etc.

Clay

* Training group moving along; hitting weekly goals; have set new goals for next week
* SI group wants to do validations during a 2-week period in May. They have requested this but have not received approval yet. SI may need some help from the FCs.

Liz

* Working with Bruce and Nena on vector requests submitted to the programmers for changes and additions to the ESAF system
* The ESAF Instruction Guide is now on the Safety & Training page and has been linked to in the ESAF system
* Working on some new tabs for ESAFs
* Working on updating the Hazard Class Webpages. Will contact the APS webmaster to work on some formatting issues.
* Also working on the APS Experiment Safety Reviews Procedure

Wendy

* Updated the Resources Webpage. Please let Wendy know of any changes and she will update.
* Wendy gave Shane a list of plants to water.
	+ Shane to send list to UES email group
* Thank you to Bruno for the FC Watch List
* There is a low-level alarm in the Optics Lab. Ray C. was notified about this but cannot reset the alarm remotely. You can ignore this alarm if you hear it.

Ashley

* Working on many procedures
* Global Offline/Online procedure is done and in workflow
* ESAF posting procedure is in workflow as well
* Also working on the ESAF training module

John

* Will work on calibrating O2 monitors next week when he is on site
* Working with the training group
* Needs to take Rad Worker 2 training for work with HP on the ADM610s

Steve

* Completed LOTO custodian training
* Completed the NEC training
* Completed DEEI certification
	+ Nena to help with completion of ANL-804 form
* Moving along on training module and reviewing several procedures

Dean

* Needs to contact Argonne HR as he will be retiring June 19th

Bruce

* Working on vector requests for changes to ESAFs and community with Yu about these requests. There are currently 7 in the queue and 5 more are coming.
* Working with Nena, Liz, and Wendy on additions to the ESAF system, new tabs, etc.