05/28/2020 – EFOG Meeting

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

Nena

* APS has been given approval to operate in Min Safe + and we are currently operating in Min Safe +
	+ This means that remote and mail-in work not related to COVID-19 research can start at some beamlines
* During Min Safe + only 1 beamline staff person allowed at a beamline at any given time
* The work that can proceed must be low or medium risk; no high risk experiments; no chemical lab work; only mounting samples in holders allowed for prep work
* Wendy is currently doing the CCCLs for the high priority beamlines that want to come on line
* All beamlines must complete a pre-job briefing which includes COVID controls
* After the pre-job and CCCLs, etc. are completed, beamline can be enabled
* **DO NOT ENABLE ANY BEAMLINES WITHOUT TALKING TO NENA FIRST**
	+ Talking with Nena first ensures that all of the pre-job requirements are completed
* Every ESAF, including remote and mail-in, has a checklist
* Shutdown is June 1 – 10
	+ Next week Clay and Steve are on shift
	+ Wendy and John are on site for HP support
	+ Ashley is on standby and may come in later in the week
	+ No QEW walkthroughs during the June Shutdown
	+ Beamlines brought up in Min Safe + do not have to have their CCCLs done during the June Shutdown
	+ Nena will share a spreadsheet in Box that details what beamlines need CCCLs during the June Shutdown
		- **Please do NOT update the spreadsheet in Box; text Nena and Liz when you have completed a CCCL/enabled a beamline and they will update the spreadsheet; DO NOT ENABLE ANY BEAMLINES WITHOUT TALKING TO NENA FIRST**
* Dates of the 2020-2 run are: June 10, 2020 (08:00) – September 28 (08:00); August 13 – Sept 14 Shutdown; return to user ops Sept 14 – Sept 28
	+ September 28 – 30 Machine Studies
	+ 2020-3 starts October 1, 2020
		- This means all of the commissioning ESAFs need to have their end dates changed to 09/28/2020; Liz to start working on this; FCs can put new end date on commissioning ESAFs already posted in beamline end cabinets
* Nena will forward a list of upcoming procedures that are due from Kelly Jaje
* Shane is on shift this Saturday and John is on shift this Sunday
* COVID-19 controls were reviewed with the entire group

Clay

* Training is progressing well
	+ Work Requests: CCWPs are approved and ready to post
	+ 2 work request to take care of by Shane; 43114 and 43115; LOTOs at 22ID and 28ID

John

* All routine rad surveys due in June and those that were due in April are scheduled

Ashley

* Training still in progress; the group has made very good progress

Shane

* Will discuss equipment questions with Nena at some point
* Following up on PROC with comments made by Clay
* Training is progressing

Wendy

* Posting lots of ESAFs
* Has completed many CCCLs for high priority beamlines

Bruno

* Received plenty of batteries and supplies for monitors
* Recalibrations are in good shape
* 6IDB exhaust fan bearing went bad; in process of being repaired
* Approved Andy’s three work requests
* Emailed Paul, Mike, & Nena extension information from National Elevator (valid 6/1/2020 to 1/22/2021; valid for EFOG only)

Liz

* Scheduling and completing pre-job briefs for all beamlines with Nena
* Will work on changing the end dates of commissioning ESAFs
* Please put any EA Forms and Checklists from 2020-1 in the boxes on Liz’s door
	+ Please email Liz to let her know when you have dropped off all the forms and do not have any left in your office
* Still working with Bruce, Nena, and Wendy on ESAF updates; a little slow going on this due to the APS moving into Min Safe +