



## Users Executive Committee meeting minutes for October 28, 2016

The meeting began at 8:30. Attendees were UEC: Bill Louis, Carrie McGivern, Thomas Strauss, Minerba Betancourt, Louise Suter, Sarah Lockwitz, Ed Kearns (chair), Eric Prebys, Frank Chlebana, Tammy Walton, Sowjanya Gollapinni; FSPA: Sebastian Aderhold, Rob Fine, Wes Gohn, Cindy Joe, Monica Nunes; Users Office: Kim Pearce, Griselda Lopez, Jemila Adetunji; Directorate: Stephany Unruh, Nigel Lockyer; Communications: Kurt Riesselmann.

### **Report from the Directorate**

Nigel spoke with the UEC. He reported on meetings with representatives from US LHC experiments to coordinate the message for the 2017 DC trip. There are changes expected at DOE where Pat Dehmer is retiring and senior appointees such as Ernie Moniz and Cherry Murray will rotate out. Chief guidance will come from Leland Cogliani and Lewis-Burke. The main message is expected to be support for the top number for the HEP budget. Coordination with LHC will be an ongoing topic in monthly meetings. Minerba reported to the director with an executive summary of the survey of users of the cafeteria.

### **Report from Washington**

Ben Preis reported for Lewis-Burke Associates LLC. Conference negotiations are expected to resume November 14, after Election Day. Some spending bills may proceed including less challenging ones such as Energy and Water. Letters were sent from the UEC Chair (Kearns) to the chairs and ranking members of the Senate and House Committees on Appropriations asking for support of \$833M in the Energy and Water appropriations bills. There is still uncertainty as to how government funding will proceed, some form of appropriations bill is needed by December 9. A possibility is a continuing resolution through March. A lot depends on the new president and congress. We discussed timing of the Washington visit, and Ben pointed out that with a change in administration, the president's budget may not be ready until April or May.

### **Chair's Report**

The results of a doodle poll were merged with committee member comments and volunteering to arrive at subcommittee assignments (see the UEC web site). The chairs and deputy chairs are: Government relations: Louise Suter and Carrie McGivern; Quality of Life: Mineba Betancourt and Frank Chlebana; Users Meeting: Sarah Lockwitz and Tammy Walton. Thomas Strauss kindly agreed to be secretary.

We had a discussion about renewing the Outreach Subcommittee, guided by talking points provided by Sowjanya Gollapinni. There was substantial support for restarting this

effort. One of the motivating factors were the recent discussions regarding Saturday Morning Physics, which looks like it could use a champion. The subcommittee will also facilitate communication with the directorate. Sowjanya agreed to take the lead. At the next UEC meeting we will officially constitute the sub-committee and identify a deputy chair. The charge and scope of the committee will be discussed in upcoming meetings, including how to connect with existing employee efforts, avoid duplication and respect boundaries, and so on.

### **Fermilab Student and Postdoc Association**

Rob Fine and Sebastian Aderhold reported. Rob, outgoing officer, provided a historical review of the FSPA including an archival report of the past year's activities (see presentation on the Indico). Incoming FSPA officers are: Kanika Sachdev, Wes Gohn, Sebastian Aderhold, Rui An, Monica Nunes, and Jessica Esquivel. Sebastian reported on initial meetings with Tim Meyer, UEC DC Trip Planning, and UEC Users Meeting, and other upcoming activities.

### **Users Meeting Sub-Committee**

Sarah Lockwitz reported. The Users Meeting and FSPA New Perspectives Conference will run in conjunction with a Fermilab 50<sup>th</sup> Anniversary celebration for a total of 3 days. Sarah met with the conference office, but because they are preoccupied, serious planning will not start until November. Vendor fees will be distributed between the three events. The Users Meeting budget is not yet set. The impact on shortening the meeting, particularly shortening the New Perspectives Conference was discussed without conclusion.

### **Government Relations Sub-Committee**

Louise Suter reported on several meetings. There was a meeting with Katie Yurkeiwicz from the Office of Communications regarding the contents of materials to bring on the DC trip. This is an ongoing topic with a variety of ideas that should be settled in time for the trip. There was a meeting with SLUO and USLHC, our partners for the trip, in order to have good communications. There was also a meeting with FSPA to welcome their participation in DC trip planning.

Louise also met with Michael Cooke program manager for Strategic Planning and Communications in OHEP to discuss P5 related material that is generally useful for outreach and public relations. The key reference point is:

<http://www.usparticlephysics.org/>

Note that this is a general resource, not specific for the DC trip.

### **Quality of Life Sub-Committee**

Minerba Betancourt reported. Issues with cleaning schedules and extra restroom supplies have been addressed. There was an extensive discussion of office space issues. A working group has been started to look into office space issues, including collecting

statistics, providing a survey etc. Thomas Strauss is on the Campus Facility Planning Board and will report at the December UEC meeting.

Minerba also reported on the cafeteria survey. This survey was sent to a particular list of Fermilab users, but that does not include Fermilab scientists. In addition, Fermilab staffs such as administrators and engineers have not yet been surveyed.

### **Report from the Users Office**

Melissa Ormond and Jemila Adetunji reported. The topic was visitors and badges, particularly foreign nationals. For foreign nationals invited by Fermilab, Roy Rubinstein has been issuing visa invitation letters on behalf of the directorate. For foreign nationals working at universities, the situation is murkier as to how much notification and registering is required. The Users Office is responding to DOE instructions for registering visitors, but is acknowledged that instructions crafted for a closed lab, such as Argonne or BNL, where entry is controlled at the gate, may not readily apply to an open lab such as Fermilab. Continued engagement with the UEC would be appropriate on this matter to develop a consistent and clear policy that allows the open access tradition of the lab while addressing security concerns.

Minutes drafted and signed by Ed Kearns