November 5th, 2018

Attendees: Bruce Glagola, George Srajer, Nena Moonier, Wendy VanWindgeren, Lisa Berkland, Elroy Chang

**Elroy:** He presented us with the new signage to be posted on hutch doors for experiments involving class 1.1 and 1.2 explosives. This placard will establish the number of qualified persons handling the high energetic material (“Worker Occupancy”) and the number of users associated with the experiment (“Casual Occupancy”). Elroy is calling upon the floor coordinators to administer these signs to the beamlines running experiments on explosive samples. The PI is to fill in the appropriate numbers for Worker Occupancy and Casual Occupancy on the laminated card. Elroy will print and laminate a number of these new Warning Signs and pass them on to Shane. A new comment will be written and added to ESAFs for explosive materials to remind the floor coordinator to post this sign.

**Bruce:** The mail-in program has prospects of expanding to beamlines 11-ID and 17-BM. Uta from sector 11 is going to host meetings next week to discuss the preparations for and the repercussions of increasing the flux of mail-in samples. He and Nena are going to attend the meetings, and it would likewise be prudent for Lisa to be present, as she approves a good chunk of ESAFs.

**Nena:** Over a six month period, new LOM signs will be erected outside around the ring. These will include the sector numbers and/or names for each LOM. There will also be new directional guideposts around the exterior of the APS.

Shutdown planning gatherings begin Wednesday. As Clay, the FC who frequents these meetings, is on second shift this week, she aims to ask John Mazzio to attend.