	from P5		Day 1			Day 3			Confirm-+			Zoon: Camera and Meeting
	Program	VENJE	Speaker Names	Speaker Emails	Video Waiver	Contacts for Speakers	Topics for Discussion	invitation sent (yesino)	Confirmed (yesiho)	Raom Convener	Mic Runner	Zoon, Camera, and Meering recording person
7/9/2024	4 Festa Italiana	Kuhr Rem										
7/10/2024	4 Session I Welcome to Users Meeting Welcome & Director's seport UEC Report Pogess and Plans of the Site Access Streeting Committee	One West								Mary Anne Cummings	Mary Anne Cummings	Pratrier Sings (pratriengBrail.gov)
810	Welcome to Lisers Meeting	One West	Mary-Anne Cummings	macc@muoneinc.com			Welcome, details for week, & safety slide.	Yes				Practigier Singh (prachijon@phal.gov)
8   5	report UEC Report	One West One West	Lia Merninga Jane Nachtman	memingedhai gov jane-nachtnan@ulova.edu			Welcome and general status of the lab. Status of the UEC & Name Change Topic	Yes Yes	Yes Yes	Mary Anne Cummings Mary Anne Cummings	Mary Anne Cummings Mary Anne Cummings	Postejor Singt (pratejon@real.gov) Postejor Singt (pratejon@real.gov)
-	Progress and Plans of the Site Access Steering	•							Yes, only need			
6	Committee	One West	Doug Gierzinski	douglasgem a gov	766	Contact for speakers: Sasha	Updates from Site Access Committee, Abroad overview of current status and Mare outlook of the accelerator complex a Fermiab	Yes	30 minutes	Mary Anne Cummings	Mary Anne Cummings	Probligint Singh (problights) gov)
	Accelerator Complex Status & Evolution	One West	Jason Cirrikovic	jorrkovi@frai.gov		Zwaska (zwaska@trai.gov)	Name outdox of the accelerator complex a Fermiab	Yes,	Ves	Mary Anne Cummings	Mary Anne Cummings	Proteijes Singe (proteijes@feat.gov)
030 000	Coffee Break I	Atiun										
12:30	Session II	One West								Prabhjot Singh (prabhjot@fnal.gov)	Prabhjot Singh (prabhjot@hal.gov)	Sophie Middeton
						Ves, Prabhjot has contacted DUNE spokespersons. They have put us in touch with their speakers committee. DUNE speakers committee is now doing their internal search to find a speaker						
	NAC GARAGE	One West	C			committee. DUNE speakers committee is now doing their				Outble Cart (antble State and	Parabalan Circus Companya Malani ana d	
	Light Conven	Chevren	aurgan on	and an officer but			Prabhjot contacted spokes on 4th June 21/16 Mahum			Landor such (handriffication)	Prantys ange prantysgena gory	
						Contact co-spokes people: Palamara, Omelia (palamara@thai.gov), and Schmiz, David stachmizz@thai.	responded on behalf of the SBND Speakers Committee. They have					
11:30 1	SEN Program Updates	One West	Dainy Katra	Dainy Kalca		(paramaragma: gov), and Schmitz, David (dechmitz@fnal. gov)	Probligit contacted spokes on 4th June 2026. Vishwas responded on behalf of the SiRND Spakes Contriblee. They have suggested Daley Kalta as their speaker an I have sent her an invite to know her availability.	Nes	Ves	Prabhjot Singh (prabhjot@fnal.gov)	Prablics Singh (prablics@fnal.gov)	Sophie Madeton
12:00	SEN Program Updates What is the Fermilab SQMS Center? Artificial Intelligence & Machine Learning	One West	Anna Grasselino	amag@thal.gov	89		SQMS Center Overview	Yes	Yes	Prabhjot Singh (prabhjot@tnal.gov)		
230	Artificial Intelligence & Machine Learning	One West	Azeija				macc emailed tran AI & ML	Nes	Yes	Prabhjot Singh (prabhjot@fnal.gov)		Sophe Middeton
	Lunch I	Atiun										
620 I	Session II	One West								Jane Nachtman		Mary Anne Curonings
			Fermilab Directorate: Lia, Bonnie, Greg Stephens									
			Hermitab Diversitation Link- Bonnie, Greg Stephens (COO), Marc Clay (ESH), Sandra Charles (EDH), Graeida Lopez (HR - Housing, Receation), Matt Kalatowski (TTCyber)				Questions in advance: usertaffiliate specific topics - diversity: housing/recreation.					
115	Town Hall with Directorate	One West	Housing, Recreation), Matt Kelatowski (ThCyber)			Snephany to invite	changes to email and virtual access, site access, etc.	Yes	Yes	Jane Nachtman	Jane Nachtman	Mary Anne Cumnings
135 0	Discovery on the Prairie Quality of Life Report	e One West	Jonathan Jarvis Scarlet Noberg	ianis@hai.pov		Snightany to invite Snightany to invite Jonathan - email sent	Car be a 20 min talk	Yes	Yes.	Jane Nachtman	Jane Nachtman Jane Nachtman	Mary Anne Cusmings Mary Anne Cusmings
	Guardy of Life Report		ALC: N NO.			Valey Starley.			105			and Anna Personality
						Ves, Ptabhjot has contacted Valery on 4th June 2024.						
						Valey and Heather are unavailable during Users Meeting						
						Valery and Heather are unavailable during Users Meeting. Valery offered to contact Fragomen attorneys for the session.						
						Excot for Fragomen attorneys -						
	Vaa Office Update					snephary Unsk	Presentation & Visa processing update	10L	Ves	Jané Nachtman	Jane Nachtman Jane Nachtman	Mary Anno Cummings
	Coffee Break II	Atiun										
800 8	Session IV Report of the Education	One West	the second second	the second s			0. mar (			Neeś Parashar	Neeti Parashar	Ratars Vergy
615	Report of the Education and Public Engagement Committee Sustainability at Fermilat Tak	Cne West	Adam Lyon, Barbara Yaegg Alvanez				Outreach Committee Update & Intro to Catherin Liu EDI Speaker - 45 min presentation & 15 mit of questions	Yes	Ves			Radars Yeegy
		ab One West	Catherine Hurley	churley@fnal.gov				Yes	No	Need Parashar Need Parashar	Neeti Parashar Neeti Parashar	Radura Yaogy Radura Yaogy
aa 1	Reception & Poster Session	ATRILM					NEED: Judges for Poster Session - Discuss at reat UEC on June 18					
7/11/2024												
115	Session V - Fermilab Abroad	One West				Contact Assot Comme				Kevin Pedro	Kevin Pedro	Adamiyon
						Contact Assail Carepa (acanopa@trai.gov) & Party McBide (mcBride@trai.gov) for apeakers Contact Pushpa Bhatpushpa@trai.gov) & Sergo Jandatani (sergo@trai.gov) for apeakers						
6 0	CNIGLHC	One West	Loukas Gouskos	Laskas Gouskos@cem.ct		speakers Contact Pushpa	Mary Anne sent ANOTHER email	Yes	Vas	Kevin Pedro	Kevin Pedro	Adamiyon
	FCC	One West	2	2		strumpushpa@fnal.gov) & Sengo Jindarlani (sengo@fnal.gov) for speakers	Contacted Sergo and Pushpa FOC & FCC hh	Yes		Kevin Pedro	Kevit Pedro	Adami yon
						General Scientific Computing - Contact Jim Amundson						
100	Scientific Computing (CSAID) Fermilab Quantum Institute	One West	2	,		General Scientific Computing - Contact. Jim Amundson (amundson@thal.gov) for speakers FQI - Contact.Joe Lykken	Mary Anne sent email	Yes	Yes	Kevin Pedro	Kevit Pedro	Adam Lyon
0.15	Fermiab Quantum Institute	One West	Joe Lykken	lykken@fnal.gov		FQI - Contact Joe Lykker (lykken@thal.gov)	Mary Anne sent email Olivia following up	Yes	Ves	Kevin Pedro	Kevin Pedro	Adamiyon
030 0	Cuffee Break III	Atiun										
										Claudette Rosado-Reves & John		
230 1	Session VI User Support Programs LRA Honcery Awards Ceensory URA Doctoral Thesis Asard URA Early Career Award URA Engineering Award URA Engineering Award	One West	Jon Paley	jpaley@fnal.gov			FNAL fellowship programs	Yes	Yes	Claudette Rosado-Reyes & John Mester / Jane Nachtman Jane Nachtman	Jane Nachtman Jane Nachtman	Sophe Middeton Sophe Middeton
150	LIRA Honorary Awards Ceremony		Jon Paley Claudette Rosado-Reyes; John Mester	crayes@ura-hq.org jmester@ura-hq.org				Nes	Yes			Sophie Middleton
100	URA Doctoral Thesis Award									Jane Nachtman	Jane Nachtman	Sophe Middeton
1100 1 110 1 120 1 120 1	LIRA Early Career Award LIRA Tollestrup Award	11								Jane Nachtman Jane Nachtman Jane Nachtman Jane Nachtman	Jane Nachtman Jane Nachtman Jane Nachtman Jane Nachtman	Septe Mattern Septe Mattern Septe Mattern
1.30	URA Engineering Award	d	-			Contact for speakers: Dustin				Jane Nachtman	Jane Nachtman	Sophie Middeton
H 50 1	SpinQuest/E1039 Report	at	Jevgen Lavrukhin	invgen@umich.edu		Keller (dustin@jab.org) and Kut Liu (luk@fnal.gov)		Yes, Mary has contacted them	3 Yes, but only for SpinQuest	Jane Nachtman	Jane Nachtman	Sophie Middeton
12:10	1074					Valishev (valishev@tral.gov) Rob- Zwarka (zwarka@tral.gov)	macc emailed Saeha again	104	Yes	Jane Nachtman	Jane Nachtman	Sophie Madeton
							Prabhjot contacted spokes on 4th June. They responded on 12th June and					
							suggested to contact Amanda Weinstein from ISU as speaker for the Annie talk. I					
						Contact co-spokes people:	know her confirmation for the talk					
						Contact co-spokes people: Sanchez, Mayly (mayly, sanchez@file.edu), and Wurm, Michael (michael wurm@uni- maitz.de)	I resent her reminder on 24th June. Sneaker has confirmed and I have undeter					
	ANNE		Amanda Illeinslein	amandajw@iastats.edu		mainz de)	indico as well	Yes	Yes	Jane Nachtman	Jane Nachtman	Sophie Middeteon
	Lunch II											
630 f	Session VII PIP-II Report	One West One West	Parteiro Raimonti	projecco difficial cos				Net	_	David Yu David Yu	David Ya David Ya	Postojat Singh Postojat Singh
	Parts Reput		Parallel Rando	panongna go			Prabhjot contacted spokes on 4th June				Come is	Padapangi
							Speaker committed responded on 25th June and nominated Micheal Mooney (Caloxido State University) for the talk I have entailed Micheal Mooney for confirmation and availability on 25th June					
						Wilson, Rob (Rob.	have emailed Micheal Mooney for confirmation and availability on 25th June					
***	1040115	One West	the second second	numoroau divolutata actu		Wison@ColoState EDU) and Rubbia, Carlo (carlo rubbia@cern.	Speaker has confirmed availability on 25th June 2024 by email		Vez	David Via	David Vo	Problem Sings
			and the output	Tancony good an east		Andrew Somerscheit (somersnØthal.cov), Juan	And a set of them				Come is	Padapangi
450	Astrophysics - Overview	w One West	Andrea Summathem	sammerselfthat.gov		Estada (estada@frai.gov) Dak Mater, CBM54,	mace - Andrew and Juan discussing this	Yes	No	David Yu	David Ye	Prestript Singh
	Autrophysics - free					Wison, Rob (Rob. Wison, Rob (Rob. Rubba, Carlo (carlo nubbing/com. ot) Andrew Somerschniel (connensigthat gon), Juan Estanta (semastighnat gon), Juan Estanta (semastighnat gon), Juan Estanta (semastighnat gon), Juan Estanta (semastighnat gon), Juan						
610	Astrophysics - Dark Matter Summary	One West	Sho Uemuta			Matter, CBM54,	mace - Andrew and Juan discussing this	Nes Prabhjot has contacted Debbie on 17 June 2024	No	David Yu	David Ye	Proteijos Singh
								Debbie on 17 June 2024	•			
								Debbie responded on saying they are looking for a speaker				
								Debble responded on 28th June that she will b the speaker				
120	MINERUA Results	One West	Deborah Hantis Ishanee Pophale; Michael Belreadro	deborahh@yorku.ca ishanee.pophale@gmail.com; balcewic@fmail.gov				the speaker	Vas	David Yu	David Ya	Prestrips Singh
145 1	HSIPK Report	One West	walcewicz	bacewic@trai.gov				794	No	David Yu	David Va	Publipt Singh
k:00 4	Coffee Break IV	Abium										
		One West	-				Yes. Prablijot contacted on 4th June 2024			Sophie Middleton	Sophie Middleton	Kevin Pedro
100	Session VII					Evens Justin Justin	Sent reminder to Svans on 28th June 2024					Averal Prend
:00	Session VII					evans@manchester.ac.ukj and Toups, Matt (toups@fnal.gov)	Tes, speaker nominted on 24th June 2024. Tes, Prabhjot contacted on 24th May 2024		yes.	Sophie Middleton	Scothie Middleton	Annual Press
20	Session VII MicroBooNE Report	One West	Sophie Berkman	sbekman@msu.edu			www.wrathyot contacted on 24th May 2024					Ken Pelo
20	Session VII MicroBooNE Report	One West	Sophie Berkman	sbeikman@msu.edu			Saut comindar to Mark and Marks					
120	Session VII Monikodkii Report	One West	Sophie Berkman Mark Messier	ibekman@msu.adu messier@indana.edu			Sent reminder to Mark, and Maury on 24th Speaker confirmed on 24th June - Mark II	J loges	yes	Sophie Middleton	Sophie Middleton	
100 1 120 1	Session VII MicroRook/E Report	One West	Sophie Berkman Mark Messier				Seet reminder 15 Mark, and Maury on 24th Speaker confirmed on 24th June Mark Is	J kryss Vex, Sighle Middeton t contact them for fallow	yes D	Sophie Middleton	Sophie Middleton	Kan Ihun
120 1 120 1 140 1	Session VII MicroRodNE Report NDuA Report 9-2	One West	Sophie Beriman Mark Messier On Kim	okim@olemias.edu		Contact for speakers: Stafano Miscatti (miscatti@fnai.gov) Nuon campus	Sent reminder to Mark, and Maury on 24th Speaker confirmed on 24th June - Mark Is	J Yes, Sophie Middleton to contact them for follow 40 Yes, Sophie Middleton to recent	yes o yes	Sophie Middleton Sophie Middleton	Sophie Middleton Sophie Middleton	
20 1 20 1 20 1 20 1 20 1	Session VII MicroBookE Report N2vA Report \$2 Multe (-PIP-8 muon possibilites)	One West One West One West	Sophie Barkman Mark Messier On Kim Genzalo Diaz Bastima			Contact for speakers: Stafano Miscatti (miscatti@fnai.gov) Nuon campus	Sent neminder to Mark, and Maury on 24th Speaker confirmed on 24th June - Mark Is	In yes Yes, Sophie Middleton to contact them for follow 49 Yes, Sophie Middleton to contact them for follow 49	yes pes pes	Sophie Mildeton Sophie Mildeton Sophie Mildeton	Sophie Middleton Sophie Middleton Sophie Middleton	kan haan Kan haan Kan haan
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Panel Member	Directorate - Lia / Bonnie	Global Services - Griselda Lopez	DEIA - Sandra Charles	Safety - Marc Clay	IT/Cyber - John Galvan
uestions:	Could you please describe some of the actions the lab is taking to respond to the P5 report recommendation?	The tennis court in the village is in a really bad shape. Is there a plan to renovate it? Thanks.	What are your local outreach efforts, particularly in lower income areas?	The safety record over the last year has not been good. Is there any thought that the old safety infrastructure was superior to the current one?	Is there any update on a more functional solution for Linux devices looking to access Microsoft services without having to use the terminal server or Outlook Web Access?
	What is your vision for a better Fermilab?	There are many aspects of life at Fermilab basides scientific productivity that should be permitab with heir family, sometimes from overseas, there needs to be social support available. The loss of daycare to users, loss of the playgroup for children, barring children form the Users Center, loss of ao many garden club, sports, spousal access to the preclosare planet families. Does the childron users and their families. Does the ever get these back?	What is the status of the international student internship program? Will it resume?	It is difficult for users to understand the rationale behind the interpretation of the DOE orders. Can you explain why Fermilab no tonger has a garden club? If it is because of proximity to the village, can't the garden space be moved? If it is because of opesicities paraten club? Similarly, why can't Fermilab participate in the DOE mile, as so many other DOE labs do? Why can't Fermilab have more sports clubs? Why can't people fish on- sile?	Can you provide an update on the Yubikey/Multifactor Authentication roll out a how ik will affect user/affiliate access to Fermila systems
	Is Fermilab's traditional openness being restricted over concerns for private companies' intellectual property?	Housing votilatility in the vollage has been voting votilation more years with the base of some dorms and the Sauk Circle houses. Many users have to go of-site for housing, which dramatically increases the cost and means that universities can support fever students and postdocs at Fermilab. Is there and the same state of the same state of the students and postdocs at Fermilab. Is there advantage the same state of the students and postdocs at Fermilab. Is there advantage with HDE for more support for university traver?			
	Why do you refer to DOE "peer laboratories" ? Fermilab was intended to be a different national lab than the others - completely open, basic research, open to physicists workdwide, and to the public. Do you disagree with Robert Wilson's vision? Would you be willing to fight for it?	What is the status of support for clubs and recreational activities at the laboratory. Many clubs went off-line due to COVID and never returned due to the site access restrictions. Is this something that can return and be supported?			
	People living in the communities surrounding Fermilab have enjoyed access to natural and recreational areas, and the security restrictions which kept limited public areas where pople don't need badge to get in, think we are still a long way from restoring the public's trust. Given that Fermilab relies on taxpayer support and the goodwill of our neighbors is essential, is there a plan for welcoming the public back to Fermilab?				
	After decades of being an open lab, the seemingly sudden restrictions are difficult to get used to, and lead some of us to wonder if there is something confidentialicasilited going on at Fermilab that the users are not made aware of. Can you comment?				
	How does the laboratory intend to heal its relationship with our international collaborators? In recent years the burden of site access (both to the visitor/user and to the emptype sponsoring) bacema so onercours to that Fermilian row has the reputation to not being an attractive option to host the speed up or simplify all access approvals for our international collaborators, and accelerate when these fixes will be launched?				
	The core culture of particle physics rests upon sharing knowledge and experience with other researchers so as to further our collective understanding and progress toward our goals. Access restrictions at access is easier than in recent years, there are still many more restrictions than seem to be necessary. Yourry that the culture of our field is harmed by these continuing restrictions to site access. It seems that our every move is tracked while on site, there are many places that guests are not allowed to go (such as our offices), and the general feeling is not of free, open access and scientific outdows other out of secrety and guardentees. It is not only is not a place for open collaboration. Is this a concern for the Directorate and if so, how do you plan to address it?				
	Advances in theoretical physics are crucial in answering physics questions in our field and planning for the future. Yet support from funding agencies has continued to decline. How is Fermilab supporting the theoretical physics community?				
	How is the Fermilab leadership addressing the lack of inter-division collaboration?				
	How much interest is there for Fermilab to be involved in particle accelerator development for applications in national and global problems? Examples are mitigation of greenhouse gas emissions, transmutation of spen huclear fuel. Does Fermilab have a working group or planning committee addressing these and other possibilities?				

Do you have enough communication with the HEP community which helps you to contribute to increasing HEP funding?

To increase government funding for HEP, what should the HEP community do? And what shouldn't do?

How has your view on politics and the government changed from when you first started as a senator, to now?

What plans does the government have to regulate AI, quantum information technologies and cryptocurrency? What regulations would be put in place?

In your opinion, what are the most effective ways we can communicate with the public and government stakeholders about the science we do and its value to society, both domestically and internationally?

What is the outlook to deliver on the authorized funding in the CHIPS and Science act? Is a supplemental appropriation possible?

How do we ensure basic research is treated as a federal priority in this constrained funding environment?

How is Congress receiving the new P5 report?

How do we minimize the impact of supposed research security concerns on the international collaborative efforts that are crucial to the success of our field?

I personally think that more scientists should try to get into public policy and politics since we are trained to deal with uncertainty and make decisions based on evidence and statistical reasoning, among other skills, in ways that are not typical (lacking) of political debates.

How do you handle such conversations? How do you talk to someone who isn't open to the idea that evidence might disprove what they think they know?

I dont pretend that everybody must be a scientist, but a general issue in society is how the general public doesn't appreciate scientific inputs (facts); there is something wrong in our educational system; there is a disconnection between the public and scientific thinking, and in recent times that disconnection is polarizing society in topics that matter to all (climate change, Covid, when a fetus is conscious, etc). Do you have any insight on how appropriate it is to use science in policy and personal life and in making decisions based on rational grounds?

The last several presidents of both parties have each issued executive orders to reduce regulatory burden both within and outside of agencies. However, the burden has only continued to increase and severely impedes the progress of our field. Why do they agencies ignore the executive orders? And, can something be done in terms of law from Congress?

New Perspectives	Users Meeting	Festa Italiana		
Need to prepare the certificates in advance	For future panels: need to provide water, paper & pens to write notes. Make sure to print out questions for panelists and convenor.	Need to provide Festa Italiana more funding if possible.		
Request awards far in advance	Need to give significantly more time to URA! Double the time for the award presentations.	There should be at least wine and beer		
Set up Indico earlier - pay more attention to the public/non-public sections and information that is posted	Need to prepare certificates in advance			
Last minute sign ups - need to be earlier	Request awards far in advance			
Experiment spokesperson instructions - need to submit through the site and register	Provide dietary-restriction-friendly snacks at coffee (e.g. fruit)			
Better communication on budget process	Assign numbers to each poster to coordinate the judging more directly			
Work with Communications to send information about meeting and registration to FNAL partners so they can advertise to their physics departments	Experiment spokesperson instructions - need to submit through the site and register			
Include career level identifiation in registration form in addition to affiliation.	Work with Communications to send information about meeting and registration to FNAL partners so they can advertise to their physics departments			
	Idea: Prizes to the best poster viewers (bingo style)			
	Include career level identifiation in registration form in addition to affiliation.			
	The Lab has be to perceived as a place that people want to be. If it isn't	headed back toward the original culture and scientific openness, it is bro	padcasting to the world that we are	sunsetting
	People want there to be a future - both near and long-term. Talking about "pillars of excellence" and other such gobblety-gook is a major turn-off			
	We need to set the dates early (as in NOW), and let others plan around our schedule			
	Start the meeting proper after lunch. Maybe have tours before AND after the regular sessions - the morning before the opening session may be a good time for specialty sessions like visa discussions and things like site access			
	Plan something fun for Thursday evening			
	Between now and next year press HARD on restoring the lab to its previous open status			
	We should begin NOW for a "high profile" speaker			
	The poor attendance needs to somehow be addressed. Part of the problem is that the meeting has too much competition. Everyone has other meetings, work, and deadlines to meet. It's hard to find time to break away for the Users Meeting, and there's not much incentive to do so. I think it would help if the lab (not just the UEC) celebrated the week (both New Perspectives and the USers Meeting) and heavily promote attending. Maybe suggesting a low tempo week, except for New Perspectives/USers Meeting.			
	Need to advertise the URA travel funding earlier in advance - months early.			

Tours:						
Email Request Sent:	Yes. 6/27/24	Yes. 6/27/25	Yes, 6/27/26	Yes. 6/27/27	Yes. 6/27/28	
		Dark Matter & Dark Energy Detector	IOTA - Accelerator		SQMS Quantum Computing Lab	
Location:	G-2 & Mu2e (Muon Facility)	Area (IERC)	Development Lab	SBND (Neutrino Campus)	(IARC)	
Location Contact:	Matt Bressler	Nicola Bacchetta, Claudio R. Chavez	Contact: Hannah Fee, Aleksandr Romanov, Jonathan Jarvis	SBND: Peter Wilson, Ornella Palamara, Anne Schukraft, Angela Fava	Lezlee Ongena	
ocation Contact Email:	mbressler@umass.edu	Nicola.Bacchetta@cern.ch; cchavez@fn	hfee@fnal.gov; aromanov@fnal.gov;	SBND: pjw@fnal.gov; palamara@fnal.gov; aschu@fnal.gov; afava@fnal.gov	lezlee@fnal.gov	
Bus Needed:	No (Walking)	No (Walking)	Yes	Yes	Yes	
Maximum Number of Participants per Bus:	N/A	NO (waiking) N/A	Tes 12			
		N/A	12	1	12	
Maximum Number of Participants per Tour	20 (2 groups of 10 that swap 1/2 way through)	12	12	24 (2 groups of 12, one after the other)	20	
Safety Restrictions:	Closed Toe Shoes	Closed Toe Shoes	Closed Toe Shoes	Closed Toe Shoes	Closed Toe Shoes	
Tour Guide at Tour Stop:	Simon Corrodi, Yongyi Wu	Claudio R Chavez	Jamie Santucci		Tanay Roy	
	2 Badged Employees - Adam Lyon,	GIAUGIO IN. GIIAVEZ	Need UEC Escort - Stephany		lallay hoy	
UEC Representative Guide (Along for the Ride):	2 Badged Employees - Adam Lyon, Anne Ferguson	None.	Need UEC Escort - Stephany Unruh	Mary Anne Cummings	Prabhjob Singh	
Tour Approval Received:	CONFIRMED 1:10 pm - g-2 - Simon Corrodi mu2e - Yongyi Wu 2 groups of 10 that swap 1/2 way through	CONFIRMED 1:30 pm CCD Lab	CONFIRMED 1:30 pm Catwalk/Control Room Tour	Group 1: Arrwal 1:15 pm Departure _200 pm Group 2: Arrwal 2:15 pm (Driver pick-up the 1st group and drop off the 2nd group at the same time) Departure 3:00 pm	CONFIRMED: 1:30 - 2:30 pm	
Tour Schedule/Departure Time:	Group Meet in Atrium: 1:00 pm Welk to: Niuon Building 1:10 - 2:10 pm Group Return: 2:30 pm	Meet in Abium at 1:20 pm	Bus Pick-Up: 1:15 pm (WH Horseshoe) Drop Off: FAST/IOTA (NML - Door 1) Tour: 1:30 - 2:30 pm Bus Pick-Up: 2:30 pm (NML - Door 1) Return Drop Off: WH Horseshoe	Bu Plok-Up 1 30 pm (MH Honsetton) Drop Off: SBN-ND (Neutrino Campus) & return to WH to pick-up 2nd group (see below) Bug Plok-Up 1 50 pm (MH Honsetton) Drop Off: SBN-ND (Neutrino Campus) - Driver pick-up the 1st group for return and drop off the 2nd group at the same time Return Drop Off: 21 pm (MH Honsettone - drop off 1st group) Bug Plok-Up at SBN-ND (Neutrino Campus) - 300 pm Return Drop Off: 21 pm (MH Honsetton - drop off 1st group)	Bus Pick-Up: 1:15 pm (WH Horseshoe) Bus Drop Off: IARC Main Door Tour: 1:30 - 2:30 pm Bus Pick-Up: 2:30 pm (IARC Main Door) Return Drop-Off: WH Horseshoe	
				This one will be 2 groups of 12 on consecutive tours. Pick-up 1st group at WH at 100 pm, drop them off at SBN-ND. Return to WH to byce up the 2nd group at 1.50 pm, drop them off at SBN-ND and pick-up the 1st group for return at the same time. Drop off the 1st group at WH.		
Notes:			Standard pick-up/return to WH a	a Return to SBN-ND to pick-up the 2nd group at 3:00 pm and return to WH to drop off.	Standard pick-up/return to WH at the above	times.
3 shuttles (seat 13, 12,12) Free between 7:30am - 4:30pm	Claudette Rosado-Reyes				Cindy Achat-Mendes	
\$50 per hour/per bus after						

	Event Planning Appr	oval Form		
	Festa Italiana	New Perspectives	Users Meeting	
Is the information being shared already availableto the public, or has it been documented to be published and shared broadly within the scientific community?	Yes	Yes	Yes	
Is the information being shared a sensitive subject as defined in the attached? If uncertain, contactexportcontrol@fnal.gov	No	No	No	
Name of Event:	Festa Italiana 2024	New Perspectives 2024	Users Meeting 2024	
Tentative Event Start Date:	July 9, 2024	July 8, 2024	July 10, 2024	
Tentative Event End Date:	July 9, 2024	July 9, 2024	July 12, 2024	
Requestor's Name:	Anne Ferguson	Anne Ferguson	Anne Ferguson	
Requestor Phone:	630-840-2844	630-840-2844	630-840-2844	
Requestor Fermilab ID:	51922N	51922N	51922N	
Requestor Email Address:	aferguso@fnal.gov	aferguso@fnal.gov	aferguso@fnal.gov	
Division Section:	Office of the Director	Office of the Director	Office of the Director	
Division Head:	Bonnie Fleming	Bonnie Fleming	Bonnie Fleming	
Type of Event:	Open House	Users or Lab Community Event	Users or Lab Community Event	
Event on Behalf of:	Fermilab Organization	Fermilab Organization	Fermilab Organization	
Fermilab Organization Name:	Cultural Association of Italians at Fermilab (CAIF)	Fermilab Student and Postdoc Association (FSPA)	Users Executive Committee (UEC) at Fermilab	
Primarmy Fermilab Organizers Name:	Marco Mambelli	Michael Balcewicz	Mary Anne Cummings	
Additional Organizers Names:	Donatella Torretta	Miguel Gutierrez, Ishanee Pophale	Sophie Middleton, Prabhjot Singh	
Estimated Number of Participants:	188	215	720	
Domestic:	30	50	300	
International:	4	10	50	
From Other DOE Labs:	4	5	20	
Fermilab Employees/Users:	150	150	350	
Will this Event be Held On-Site or Off-Site?	On-Site	Hybrid	Hybrid	
Provide Justification for Use of Fermilab Facilities.	This is a social event to kickoff the annual Users Meeting 2024. Using Fermilab facilities is conventient, efficient, and keeps costs low.	Fermilab is the most cost effective facility and hosting at Fermilab allows for overlap with the Users Meeting speakers, presentations, and the poster session while keeping costs low.	Fermilab is the most cost effective facility and allows employees and users access to Users Meeting speakers, presentations, town halls, and tours.	
Provide Justification for Holding this Event Off- Site.	N/A	N/A	N/A	
Will this Event be Open to the General Public	No	No	No	
Will this Event be Held Outside Business Hours (M-F, 6 a.m 6 p.m.?)	Yes	No	Yes - potentially evening activities will extend past the 6 pm business hour time frame.	
What Rooms/Locations will this Event be Held?	Kuhn Barn (backup is WH Atrium)	Wilson Hall: Atrium, One West	Wilson Hall: Atrium, Ramsey Auditorium, One West.	All room reservations confirmed 5/6.
Will alcohol be served?	No	No	Yes - at the reception	
Brief description of event and how does this event align with the Fermilab science mission	Festa Italiana is a traditional social event that kicks off the annual Users Meeting . The celebration is organized by CAIF	New Perspectives is traditionally held in conjunction with the Fermilab Annual Users Meeting. New Perspectives is organized by the Fermilab Student and Postdoc Association (FSPA) to provide a venue for young researchers affiliated with Fermilab to showcase the important contributions they make to Fermilab's scientific program. Talks are exclusively presented by, and predominantly targeted towards, young researchers in the Fermilab community. All events held during this meeting are funded by Fermilab Research	This meeting is an opportunity for discussion of recent physics results from the laboratory's experimental program, future initiatives at the laboratory, and thoughtful presentations from leaders of the scientific policy community. The meeting will also feature selected talks from outstanding young physicists. This will be held in the Wilson Hall Ramsey Auditorium and the	

Will there be a Fermilab Facility Tour?	No	No	Yes
How will attendees register for this event?	Indico - please include question on New Perspecitives and Users Meeting registration. Do not need a separate Indico page for the event itself.	Indico	Indico
	FRA Funding Appro	val Form	
	Festa Italiana	New Perspectives	Users Meeting
Will the Event be Supported by Funding?	Yes	Yes	Yes
I will be Funding this Event by:	Contract/Division Funds	Contract/Division Funds	Contract/Division Funds
I'm Requesting FRA Funds?	Yes	Yes	Yes
Estimated FRA Funding Requested	\$3,500.00	\$4,000.00	\$22,500.00
Estimated Funding Breakdown	\$3,000 plus FRA burdens. This is money that is rolled up into the overall Users Meeting budget ask. This project task code will be billed separated out from Users.	Funding is rolled up into the Users 2024 meeting. Funding for New Perspectives FRA request is \$4,000 (\$3,500 plus indirects for FRA).	\$30,000 was already approved (including Festa Italiana and New Perspectives).
FRA FundingProject/Task Code	R7F101.11	R7F101.11	R7F101.11
Funding Attachments	Link	Link	Link
Justification for Use of FRA Funds	Attendees will be from the New Perspectives and Users Meeting, and over 50% will be Fermilab Users, Affliates, and Employees.	New Perspectives FRA funding is part of the Users Meeting 2024. FRA money is used because most attendees (more than 50%) are Users, Affiliates, and Employees of Fermilab.	Users Meeting is funded by the laboratory using FRA funds as the meeting is for all Users, Affiliates, and Employees. FRA funds allow for execution of the meeting and any unallowable costs associated with planning, food, and attandance.
	Facilities and Services R	equest Form	
	Festa Italiana	New Perspectives	Users Meeting
		•	-
Event Agenda	N/A	https://indico.fnal. gov/e/newperspectives2024	https://indico.fnal. gov/e/usersmeeting2024
		https://indico.fnal. gov/e/newperspectives2024 https://indico.fnal.	https://indico.fnal. gov/e/usersmeeting2024 https://indico.fnal.
Indico Registration	N/A N/A	https://indico.fnal. gov/e/newperspectives2024 https://indico.fnal. gov/e/newperspectives2024	https://indico.fnal. gov/e/usersmeeting2024 https://indico.fnal. gov/e/usersmeeting2024
Indico Registration Event Indico ID# If you are registering this event in Indico, please select one of the following options:		https://indico.fnal. gov/e/newperspectives2024 https://indico.fnal.	https://indico.fnal. gov/e/usersmeeting2024 https://indico.fnal.
Indico Registration Event Indico ID# If you are registering this event in Indico, please select one of the following options: If creating a site, list person responsible for	N/A Please include question on Festa Italiana attendance on New Perspectives & Users Meeting	https://indico.fnal. gov/e/newperspectives2024 https://indico.fnal. gov/e/newperspectives2024 64625	https://indico.fnal. gov/e/usersmeeting2024 https://indico.fnal. gov/e/usersmeeting2024 64626
Indico Registration Event Indico ID# If you are registering this event in Indico, please select one of the following options: If creating a site, list person responsible for registering Indico site:	N/A Please include question on Festa Italiana attendance on New Perspectives & Users Meeting registration.	https://indico.fnal. gov/e/newperspectives2024 https://indico.fnal. gov/e/newperspectives2024 64625 I already have a site.	https://indico.fnal. gov/e/usersmeeting2024 https://indico.fnal. gov/e/usersmeeting2024 64626
Indico Registration Event Indico ID# If you are registering this event in Indico, please select one of the following options: If creating a site, list person responsible for registering Indico site: Requested Facilities:	N/A         Please include question on Festa         Italiana attendance on New         Perspectives & Users Meeting         registration.         N/A         Kuhn Barn	https://indico.fnal. gov/e/newperspectives2024 https://indico.fnal. gov/e/newperspectives2024 64625 I already have a site. Conference Office	https://indico.fnal. gov/e/usersmeeting2024 https://indico.fnal. gov/e/usersmeeting2024 64626 I already have a site. Conference Office
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Indico Registration Event Indico ID# If you are registering this event in Indico, please select one of the following options: If creating a site, list person responsible for registering Indico site: Requested Facilities: Dates of Event: Day of Event (1): Day of Event Start Time (1):	N/A         Please include question on Festa Italiana attendance on New Perspectives & Users Meeting registration.         N/A         Kuhn Barn         7/9/2024         3:00:00 PM	https://indico.fnal. gov/e/newperspectives2024 https://indico.fnal. gov/e/newperspectives2024 64625 I already have a site. Conference Office Wilson Hall & Kuhn Barn 7/8/2024-7/9/2024 7/8/2024	https://indico.fnal. gov/e/usersmeeting2024 https://indico.fnal. gov/e/usersmeeting2024 64626 l already have a site. Conference Office Wilson Hall 7/10/2024-7/12/2024 7/10/2024
Indico Registration Event Indico ID# If you are registering this event in Indico, please select one of the following options: If creating a site, list person responsible for registering Indico site: Requested Facilities: Dates of Event: Day of Event (1): Day of Event Start Time (1):	N/A         Please include question on Festa Italiana attendance on New Perspectives & Users Meeting registration.         N/A         Kuhn Barn         7/9/2024         7/9/2024	https://indico.fnal. gov/e/newperspectives2024 https://indico.fnal. gov/e/newperspectives2024 64625 I already have a site. Conference Office Wilson Hall & Kuhn Barn 7/8/2024-7/9/2024 7/8/2024	https://indico.fnal. gov/e/usersmeeting2024 https://indico.fnal. gov/e/usersmeeting2024 64626 l already have a site. Conference Office Wilson Hall 7/10/2024-7/12/2024 7/10/2024 8:00:00 AM 9:00:00 PM
Indico Registration Event Indico ID# If you are registering this event in Indico, please select one of the following options: If creating a site, list person responsible for registering Indico site: Requested Facilities: Dates of Event: Day of Event (1): Day of Event Start Time (1): Day of Event End Time (1):	N/A         Please include question on Festa Italiana attendance on New Perspectives & Users Meeting registration.         N/A         Kuhn Barn         7/9/2024         3:00:00 PM         8:30:00 PM	https://indico.fnal. gov/e/newperspectives2024 https://indico.fnal. gov/e/newperspectives2024 64625 I already have a site. Conference Office Wilson Hall & Kuhn Barn 7/8/2024-7/9/2024 7/8/2024 8:00:00 AM 8:00:00 PM	https://indico.fnal. gov/e/usersmeeting2024 https://indico.fnal. gov/e/usersmeeting2024 64626 l already have a site. Conference Office Wilson Hall 7/10/2024-7/12/2024 7/10/2024 8:00:00 AM 9:00:00 PM WH Ramsey, WH Atrium, WH
Indico Registration Event Indico ID# If you are registering this event in Indico, please select one of the following options: If creating a site, list person responsible for registering Indico site: Requested Facilities: Dates of Event: Day of Event (1): Day of Event Start Time (1): Day of Event End Time (1): Day of Event Facilities Requested (1):	N/A         Please include question on Festa Italiana attendance on New Perspectives & Users Meeting registration.         N/A         Kuhn Barn         7/9/2024         3:00:00 PM         8:30:00 PM         Kuhn Barn	https://indico.fnal. gov/e/newperspectives2024 https://indico.fnal. gov/e/newperspectives2024 64625 l already have a site. Conference Office Wilson Hall & Kuhn Barn 7/8/2024-7/9/2024 7/8/2024 8:00:00 AM 8:00:00 PM WH 1W & Kuhn Barn	https://indico.fnal. gov/e/usersmeeting2024 https://indico.fnal. gov/e/usersmeeting2024 64626 l already have a site. Conference Office Wilson Hall 7/10/2024-7/12/2024 7/10/2024 8:00:00 AM 9:00:00 PM
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Indico Registration Event Indico ID# If you are registering this event in Indico, please select one of the following options: If creating a site, list person responsible for registering Indico site: Requested Facilities: Dates of Event: Day of Event (1): Day of Event Start Time (1): Day of Event End Time (1): Day of Event Facilities Requested (1): Day of Event (2):	N/A         Please include question on Festa         Italiana attendance on New         Perspectives & Users Meeting         registration.         N/A         Kuhn Barn         7/9/2024         3:00:00 PM         8:30:00 PM         Kuhn Barn         Kuhn Barn         N/A	https://indico.fnal. gov/e/newperspectives2024 https://indico.fnal. gov/e/newperspectives2024 64625 l already have a site. Conference Office Wilson Hall & Kuhn Barn 7/8/2024-7/9/2024 7/8/2024 8:00:00 AM 8:00:00 PM WH 1W & Kuhn Barn 7/9/2024	https://indico.fnal. gov/e/usersmeeting2024 https://indico.fnal. gov/e/usersmeeting2024 64626 l already have a site. Conference Office Wilson Hall 7/10/2024-7/12/2024 7/10/2024 8:00:00 AM 9:00:00 PM WH Ramsey, WH Atrium, WH Cafeteria, WH 1W 7/11/2024
Indico Registration Event Indico ID# If you are registering this event in Indico, please select one of the following options: If creating a site, list person responsible for registering Indico site: Requested Facilities: Dates of Event: Day of Event (1): Day of Event Start Time (1): Day of Event End Time (1): Day of Event Facilities Requested (1): Day of Event (2): Day of Event End Time (2): Day of Event End Time (2):	N/A         Please include question on Festa Italiana attendance on New Perspectives & Users Meeting registration.         N/A         Kuhn Barn         7/9/2024         3:00:00 PM         8:30:00 PM         Kuhn Barn         N/A         N/A	https://indico.fnal. gov/e/newperspectives2024 https://indico.fnal. gov/e/newperspectives2024 64625 l already have a site. Conference Office Wilson Hall & Kuhn Barn 7/8/2024-7/9/2024 7/8/2024-7/9/2024 8:00:00 AM 8:00:00 PM WH 1W & Kuhn Barn 7/9/2024	https://indico.fnal. gov/e/usersmeeting2024 https://indico.fnal. gov/e/usersmeeting2024 64626 l already have a site. Conference Office Wilson Hall 7/10/2024-7/12/2024 7/10/2024 8:00:00 AM 9:00:00 PM WH Ramsey, WH Atrium, WH Cafeteria, WH 1W 7/11/2024 8:00:00 AM 9:00:00 PM WH Ramsey, WH Atrium, WH
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Day of Event Facilities Requested (3):	N/A	N/A	WH Ramsey, WH Atrium, WH Cafeteria, WH2XO, WH 1W, Tours: G-2 & Mu2e (Muon Facility), Dark Matter & Dark Energy Detector Area (IERC), IOTA - Accelerator Development Lab, MINOS & SBND (Neutrino Campus), SQMS Quantum Computing Lab (IARC).
I am requesting for the following services:	Janitorial	Audio/Visual, Janitorial, Food Service	Audio/Visual, Janitorial, Security, Food Service
Janitorial:			
Janitorial Needs:	Cleanup	Tables, Cleanup	Tables, Chairs, Cleanup
	•	Event order will be sent from	Detailed Event Order will be sent
Janitorial Details of Setup:	Set up on own, need clean up.	Conference Office	via Conference Office
Janitorial Approved Contract Funds Project Task Code:	R7F101.11	R7F101.11	R7F101.11
If you require access to the room for your own setup, indicate the time you will enter the room:	2:00:00 PM	Poster Board setup Atrium 7:00 AM July 8th	Poster Board setup Atrium 7:00 AM July 10th
If you require additional time in the room for yourown clean-up, indicate the time you will	N/A	Poster Board take-down Atrium 6:00 PM July 9th (unless the user's meeting wants to us to koop them in place)	Poster Board take-down Atrium
exit the room:	N/A	keep them in place)	6:00 PM July 12th
Audio/Visual: A/V Requirements:	N/A	Camera, Microphones, Laptop	Camera, Microphones, Laptop
Ay v Requirements.		Please provide services normally provided during New Perspectives Meeting. Thank	Please provide services normally provided during a Users
A/V Services Details:	N/A	you!	Meeting. Thank you!
Location of A/V Setup:	N/A	WH 1W	WH 1W
A/V Approved Contract Funds Project Task Code:	N/A	R7F101.11	R7F101.11
Networking:			
If you have special networking requirements, please specify all details:	N/A	N/A	
Security:			
Security Personnel:	N/A	N/A	Yes
Security Personnel Details:	N/A	N/A	There will be an extra 200 potential attendees in Wilson Hall and Kuhn Barn on 7/9. Please for extra security checks in Wilson Hall. If there is rain Kuhn Barn will be an Open House. Fire Chief will be contacted to review floor plans.
Parking:			Yes
Parking Details:	N/A	N/A	Parking for the extra 200 guests will be needed the days of the event. Parking around WH should be sufficient but could prove challenging in addition to staff regularly onsite that day.
Traffic Control:	N/A	N/A	N/A
Traffic Control Details:	N/A	N/A	N/A
Directional Signs:	N/A	N/A	N/A
Directional Signs:			
Food Service:			
Will Food be Served?	Yes	Yes	Yes
Funding for Food and Beverage	Food and Beverage Cost Paid by Project/Task Code	Food and Beverage Cost Paid by Project/Task Code	Food and Beverage Cost Paid by Project/Task Code
	Food Service Subcontractor/Outside	Food Service Subcontractor,	
Food and Beverages Requested Through:	Vendor/Potluck	Outside Vendor	Food Service Subcontractor
Food Approved Contract Funds Project Task Code:	R7F101.11	R7F101.11	R7F101.11

Food and Beverage Requested:	Beverages (alcohol served for 2 hours) by Taher - sent directly to Taher by Conference Office, Catering/Potluck for food.	Taher will be contacted directly with Event Order details from Conference Office.	Taher will be contacted directly with Event Order details from Conference Office.
Additional Food Service Requested:	Tablecloths	China/Serviceware, Tablecloths	China/Serviceware, Tablecloths

Date/Time	s from P5										
		VENUE	Speaker Names	Speaker Emails	Contacts for Speakers	Topics for Discussion	Invitation sent (yealno)	Continued	Convener	Mic Runner	Zoom and Meeting woonling person
7/9/2024											
7/10/2024											
	Session I Welcome to Users Meeting	One West	Mary-Anne Cummings	macc@muonainc.com			Yes	Yes	Prabhjot Singh (prabhjot@fnal.gov)		
	Welcome & Director's report		Lia Merninga	merminga@hal.gov		Welcome and general status of the lab. Status of the UEC & Name Change Topic - Lia: add more time here for discussion					
:00 - 9:15						Status of the UEC & Name Change Topic - Lia: add more time					
100 - 9:15 115 - 9:45	UEC Report Emerging from COVID, site access, the new security	One West	Jane Nachtman Doug Glenzinski	jane-rachtman@ulows.edu douglasg@fnal.gov		Updates from Site Access Committee	Yes Yes	Yes Yes, only needs 30 minutes			
	Status of Accelerator Complex					Does this duplicate the ACE Report? Or report from Bonnie as CRO?					
0:15 - 10:30	Coffee Break I	Atrium									
	Ferrise I	One West									
0:30 - 11:30 0:30 - 11:30	DUNE Overview	One West	Nhan Tran Anna Grassellino	ntran@fnal.gov		Al & ML SQMS Center Overview	No				
1:30 - 12:00 2:00 - 12:30	Center? Artificial Intelligence & Machine Learning	One West	Nhan Tan	annag@fnal.gov ntran@fnal.gov		Al & ML	No Yes Yes	Yes			
12:30 - 13:30	Lunch I	Atrium									
3:30 - 15:30		One West									
						Status of Accelerator Complex? - not delivering enough beam - need Sasha to update on the plan for the complex.					
3:30 - 14:00	Report from Chief Research Officer	One West	Donnie Fierning	bfleming@frail.gov		beam - need Sasha to update on the plan for the complex.	No				
			Fermilab Directorate: Lia as moderator? Greg Stenhena Marr. Clay (COO)			Questions in advance:					
			Bonnie Fileming Permitab Directorate: Lia as moderato? Greg Sisphann Almer Clary (COO), Sandra Charles (EDA), Valena Gordon/Cratelda? (HR - Housing, Receation), Mat K. (177,04er), alternate: Doug or Brian S.			Questions in advance: user/afflate specific topics - diversity, housing/vocreation, changes to email and virtual access, site					
4:00 - 15:30	Town Hall with Director	One West	Matt K. (IT/Cyber), alternate: Doug or Brian S.			virtual access, site access, etc.	No				
5:30 - 16:00	Coffee Break II	Atium									
		One West									
						EDI Speaker - 45 min presentation & 15 min of submitted questions?					
5:00 - 17:00		One West	Prof. Catherin Liu (UC-Irvine) Adam Lyon, Barbana Yaeggy Alvaniz	lu@uci.edu lyon@frail.gov;			Yes	Yes			
			wanz	oyweggyຊື່ອູກາຟ.com			Yes	fes			
7:30 - 19:30		ATRIUM				NEED: Judges for Poster Session					
7/11/2024											
1:30 - 10:15	Session V - Fermilab Abroad	One West			Contrast Res. 2.2						
					Lonfact Anadi Canepa (acanepa@fral.gov) & Patty McBride		No. 6 Darks				
30 - 9:15	CMSA.HC	One West			speakers Contact Pushpa		No (I, Prabhjot, can contect)				
					Contact Acad Caropa (acaropa@frail.pov) & Pathy McShok (mcShide@hnik.gov) for speakers Contact Platbea Bhatpushpa@frail.gov) & Sergo Jindester (speakers speakers Contact Acad Statistic General Southic Contact Acad Statistic (speakers) (Cd - Contact Acad Statistic (speakers) (Cd - Contact Acad Lyken (speakers) (Cd - Contact Acad Lyken		No (I, Prabhjot, can contact)				
15 - 9.45	FCC	One West			speakers General Scientific Computing - Contact	FCC & FCC-hh Two 30 minute talkar	contact)				
					Jim Amundaon (amundaon@final.gov) for speakers: FQI -	Scientific Computing					
45 - 10:15	Scientific Computing (CSAID	) One West			Contact Joe Lykken (lykken@fnal.gov)	Fermilab Quantum Institute	No (I, Prabhjot, can contect)				
215 - 10:30	Coffee Break III	Atium									
:30 - 12:30	Session VI	One West					Yes	Yes	Claudette Rosado-Reyes & John Mester		
2:30 - 12:30 2:30 - 10:40	Session VI URA Intro & Updates URA Honorary Awards Ceremony URA Doctoral Thesis Award URA Early Carner Award										
2:40 - 11:50 2:50 - 11:50 1:00 - 11:10	Ceremony URA Doctoral Thesis Award										
1:00 - 11:10 1:10 - 11:20 1:20 - 11:30	URA Early Carrier Award URA Engineering Award										
120 - 11.20	Unit Lighten grants				Contact for speakers:						
1:30 - 12:00	SpinQuest/SeaQuest				Contact for speakers: Dustin Keller (dustin@)lab.org) and Kun Liu (lluk@thal.gov)		No				
					Contact for speakers: Sasha Valishev (valahev@fnal.gov), Bob Zwaska (zwaska@fnal.gov)						
2:00 - 12:30	IOTA		TBD		Bob Zwaska (zwaska@fnal.gov)		Yes	No			
2:30 - 13:30	Lunch II										
3:30 - 15:30 3:30 - 14:15	Session VII PIP-II Report	One West	Pantaleo Raimondi	praimond@fnal.gov			No				
					Contact for speakers: Sasha Valahev (valahevQfnal.gov), Bob Zavaka (zavaka@thal.gov) Andrew Sonneracterin (sonnerangfnal.gov), Juar Estrada (estrada@fnal.gov) Dark mater, CBM54						
4:15 - 14:45	ACE Report	One West	TBD		Bob Zwaska (zwaska@frai.gov)		Yes	No			
					(somenan@fnal.gov), Juan Estrada						
4:45 - 15:45	Astrophysics	One West	TBD		Dark mater, CBMS4		Yes	No			
5:45 - 16:00	Coffee Break IV	Atrium									
5:00 - 18:00 5:00 - 16:20	Session VII MicrollooNE/SEN Report	One West					no? Prabhjot		Prabhjot Singh		
							Yes. Prablic contacted on 24th May 2024. Spokes have put us in fouch with their Speakers committee				
8:20 - 16:40	NOvALEN Report	One West			Contact for speakers:		committee				
6:40 - 17:00	MAGIS-100	One West	Dylan Temples		(speniz@fnal.gov) Contact for speakers:		Yes	No?			
245 - 17:30	Mu2e/g-2	One West			Contact for speakers: Paragiotis Spentzouris (spentz@fnal.gov) Contact for speakers: Stefano Maceas (misceti@fnal.gov) Muon campus		Yes, Sophie Middleton to contact them for follow up	no			
7/12/2024	24 Session VII - Government Officials	Over We -									
		One West	Bill Foster		Rich Goff to send invite to Bill Foster		Yes Invited & agreed but do we need a more formal after	Yes			
10 - 10:00	Gina Rameka	One West	Regina Ramelka	regina.rameika@science.doe gov		Do we need to invite her formally?	Invited & agreed but do we need a more formal letter				
00 - 10:15	Government Affairs Report	One West	Kevin Pedro and David Yu	pedrok@fnal.gov; dryu@fnal. gov		Kevin and David					
		Atium									
						Muon Collider 1 in-					
	Session X	One West			Probhjot talk to DUNE	Dave took the volutary separation - need to find someone else.	Yes7				
:30 - 12:30			TED								
130 - 12:30	Muon Collider at Permilab	One West	TED		Spokes Contact for speakers: Marcela Carena (rasena@tirel.acci)						
130 - 12:30	Muon Collider at Permilab		TBD TBD Scarlet?		Spokes Contact for speakers: Marcela Carena (carena@fnal.gov) Scarlet? Contact for speaker		No				
130 - 12:30	Muon Collider at Permilab	One West	TBD TBD Scarlet?		Spokes Contact for speakers: Macola Carena (carena@tnal.gov) Scarlet? Contact for speaker: Michael Balcewicz (balcewic@fnal.gov), Ishanee Poohale		No				
130 - 12:30 130 - 11:30 130 - 12:15 115 - 12:30	Muon Collider at Permitab Theory Overview Quality of Life Report	One West One West One West	TBD TBD Scarlet?		Spokes Contact for speakens: Marcela Carena (carena@fmal.gov) Scale? Contact for speaker: Michael Balcewicz (balcewic@fmal.gov), Ishanes Pophale (jahanes, pophale@gmal.com), Mgual Gutenez		No				
130 - 12:30 130 - 11:30 130 - 12:15 115 - 12:30	Muon Collider at Permitab Theory Overview Quality of Life Report	One West	TBD TBD Scarlet? 7 Prablyd Singh	prabljol@frai.gov	Probhjot talk to DUNE Spekna Cortact for speaken: Maroda Carera (carera@faral.gov) Scatel? Cortact for speaker. Michael Balowier (balowie@faral.gov), talsanee Pophale (balowie@faral.gov) (mgualg@fnal.gov)		No No				
30 - 12.30 30 - 11.30 30 - 12:15 15 - 12:30	Muon Collider at Permitab Theory Overview Quality of Life Report	One West One West One West	7	prabljol@trul.gov	Spokes Contact for speakens: Marcola Carena (carena@fanta.gov) Scattel? Contact for speaken: Michael Salowicz (halowsie@final.gov), Inhames, ophinie@gmail.com), Miguel Galena.com, Miguel Galena.com, Migu		No No				
130 - 12 30 130 - 11 30 20 - 12 15 15 - 12 30	Muon Collider at Permitab Theory Overview Country of Life Report Country Remarks Country Remarks	One West One West One West	7	prablyol@trail.gov	Spokes Cortact for speakens: Marcial Carera (canera@fastagov) Scatet? Cortact for speaker: Mchael Estonetic Mchael Estonetic Ushanee Pophie (phale@gnail.com), Migual Gastense (mguelg@fast.gov)		No No		Conference Office will help organize.		
30 - 12 20 20 - 11 20 20 - 12 15 15 - 12 20 20 - 13 20 20 - 13 20 20 - 18 20	Muon Collider at Perrelab Theory Overview Oustly of Life Report PSPA Report Centry Remerks Lanch II Seasion XI	One West One West One West	7	prablici@hol.gov	Spokan Corriact for speakens: Macrola Curren (unwrndighard gov) Scant D' Corriact for speaken Mathewer (Bruke (Inhores: Application) Mahaese Pophies (Inhores: Application) Mahaese Pophies (Inhores: Application) Mappenhild (Brun Lon), Mappenhild (Brun Lon), Mappenhill (Brun L		No No		Conference Office will help organize.		
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38 - 12.9 30 - 11.2 31 - 12.1 32 - 12.15 15 - 12.20 33 - 12.20 34 - 12.20 35 - 12.20 36 - 12.20 36 - 12.50 36 - 12.50 37 - 12.50 38 - 12.50 39 - 12.50 39 - 12.50 30 - 12.5	Auto Colider at Fermiold Parcy Counter County of Lis Report County of Lis Report County Tankia County Immedia C	One West One West One West	7	prablystighted gav	Spotan Spotan Cascula Carena (cascula Carena (cascula Carena Cascula Carena Cascula Carena Cascula Carena Cascula Carena (charena) (charena (charena) (charena (charena) (charena (charena) (charen		No No		Canference Office will help organize.		
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heme: Inspirations	from P5			To be filled												
Titte			Day 1 Speaker Names	Day 2 Speaker Emails	Day 3 Contacts for Speakers	Topics for Discussion	Invitation sent (yea'no)	Confirmed	Room Convener	Zoom, Ca Mic Runner recording	mera, and Meeting person					
7/9/202	4 Feata Italiana															
7/10/202																
- 9:15	Session I Welcome to	One West							Prabhjot Singh (prabhjot@fnal.gov)							
8:10	Welcome to Users Meeting Welcome & Director's report	One West	Mary-Anne Cummings	macc@muonainc.com		Welcome and general status of the lab.	Yes	Yes								
						Welcome and general atatus of the lab. Status of the lab. Status of the lab. Name Change Topic - Lia: add more time here for discussion										
9.15	UEC Report Progress and Plans of the Site Access Steering Committee	che West	Jane Nachtman	jane-nachtman@ulowa.edu			168	fes								
9.45	Access Steering Committee	One West	Doug Glenzinski	douglasg@fnal.gov		Updates from Site Access Correntities, Not delivering enough beam - need Sasha to update on the plan for the complex. Does this duplicate the ACE Report? If not, should this run before or after ACE report? Or report from Bonnie as CRO?	Yes	Yes, only needs 30 minutes								
						beam - need Sasha to update on the plan for the complex. Does this										
	Status of Accelerator Complex					duplicate the ACE Report? If not, should this run before or after										
- 10:15		One West	TBD	TBD	Sasha Valahev (valahev@fnal.gov)	from Bonnie as CRO?										
5 - 10:30	Coffee Break I	Attum One West														
							Yes, Prabhjot has contacted DUNE sopkespersons. We need to follow up with them									
30 - 11:15	DUNE Overview What is the Fermilab SDMS Center? Artificial Intelligence & Machine Learning Placeholder: UEC Committee Update? IFSPA	One West					to follow up with them									
15 - 11:45	Center? Artificial	One West	Arna Grasselino	annap@fnal.gov		SQMS Center Overview	Yes	Yes								
5 - 12:15	Machine Learning Placeholder: UEC	One West	Nhan Tran	ntran@fnal.gov		AI & ML	Yes	Yes								
	Update? FSPA															
0 - 13:30	Lunch I Session II															
so - 15:30	Session II	One West														
	Report from Chief Research Officer					Is this needed? Talk to Bonnie.										
30 - 14:00	Heselarch Officer	Une West	Fermilab Directorate: Lia/Bonnie as moderato?	bfeming@fnal.gov		Questions in advance: userialitiate specific	0									
			Fermilab Directorale: LiatBonie as moderator? Geig Stephens Marc Clay (COO), Sandra Charles (EDA), Velma Gordon/Griselda? (HR - Housing, Recreation), Matt Kvistowski (TDCyber)			Questions in advance: useriafiliate specific topics - diversity, housing/increation, charges to email and virtual access, site access, etc. Add visa office here?										
10 - 14:30	Town Hall with Directorate Diacovery on the Phairie	One West	Housing, Recreation), Matt Ketatowski (IT/Cyber)		Derhamite		No									
30 - 15:00 00 - 15:30	Discovery on the Prairie SBN Program Updates	One West	Jonathan Jarvis	janis@hal.gzz	Stephany to invite Jonathan Prabhjot to contact	Can be a 20 min talk	No									
00 - 15:30 50 - 16:00	Offee Break II				ance we this person	uner on a zo min talk										
0 - 18:00	Session IV	One West														
0 - 17:00	Diversity, Identity, Class (TBC) Report of the Outreach Committee	One West	Prof. Catherin Liu (UC-Irvine)	luĝuci.edu		EDI Speaker - 45 min presentation & 15 min of questions	Yes	Yes								
00 - 17:15	Report of the Outreach Committee	One West	Adam Lyon, Barbara Yaeggy Alvarez				Yes	Yes								
30 - 19:30	Reception & Poster Session					NEED: Judges for Poster Session										
7/11/202																
30 - 10:15	Session V - Fermilab Abroad	One West														
					Contact Anadi Canepa (acanepa@fnal.gov) & Patty McBride											
20 - 9:00	CMSILHC	One West			Contact Anadi Canepa (acamepa@fnal.gov) & Patty McEnde (mcbride@fnal.gov) for speakers Contact Pushpa Bhatpushpa@fnal.gov) & Sergo Jindariani (aergo@fnal.gov) for speakers		Yes									
					Ehalpushpa@fnal.gov) & Sergo Jindariani (sergo@fnal.gov) for											
00 - 9:30		One West			speakers General Scientific Computing - Contart	FCC & FCC-hh	No									
50 - 10:00	Scientific Computing (CSAID)	One West			speakers Gerneral Scientific Computing - Contact Jim Anxandson (anxandson@tnat.gov) for speakers IFOI - Contact Joe Lykkon (lykken@tnat. gov)		No									
100 - 10:15	Fermilab Quantum institute				FQI - Contact Joe Lykken (lykken@fnal. gov)		No									
2:15 - 10:30	Coffee Break III															
							Yes	Yes	Claudette Rosado-Reyes & John Mester							
2:30 - 10:40	User Support Programs		Jonathan Paley? Bo J. and Joseph Zennamo			Prabhjot to contact	No									
2:40 - 11:50	Awards Ceremony															
2:50 - 11:00	Session VI User Support Programs URA Honorany Avanda Ceremony URA Doctoral Thesis Avand URA Tollestrup Avand URA Tollestrup Avand URA Tollestrup Avand URA Tollestrup															
1:10 - 11:20	URA Tollestrup Assard															
1:20 - 11:30	URA Engineering Award															
1:30 - 11:50	SpinQuest/SeaQ				Contact for speakers: Duatin Keller (duatin@jlab.org) and											
1:30 - 11:50	uest				Kun Liu (luk@fnal.gov) Contact for speakers: Sasha Valahev		No									
1:50 - 12:10	IDTA		TBD		Contact for speakers: Duatin Keller (duatin@jlab.org) and Kun Liu (luk@final.gov) Contact for speakers: Sawha Valahwv (valaheva) Bob Zwaska (zwaska@final.gov)		Yes	No								
2:10 - 12:30	ANNE					Prabhjot to contact spokespeople	No									
230 - 13:30	Lunch II															
9:30 - 15:30 9:30 - 14:15	Session VII PIP-II Report	One West	Pantaleo Raimondi	praimond@fnal.gov	Contact for anesterna		No									
					Sasha Valahev (valahev@fnal.gov), Bob Zwaska (zwaska@fnal.gov)	is this duplicative between accelerator										
k 15 - 14:45 ) minutes???	ACE Report	Cine West	TBD			is this duplicative between accelerator update? Prabhjot to contact spokespeople	No	No								
					(sonnersn@fnal.gov),											
45 - 15 45	Astrophysics		TED		(estrada@fral.gov) Dark Matter, CBMS4,	Need to know what their talks are?	Yes	No								
5:45 - 16:00	Coffee Break IV															
100 - 18:00		One West					no? Prabhjot		Prabhjot Singh							
	NOvA Report				Contact for an		no? Prabhjot Yes. Prabhjot contacted on 24th May 2024									
40 - 17:00	Micro Technology	One West			Contact for speakers: Panagiotis Spentzouris (spentz@fnal.gov)	Quantum/Light DM	-Yes Yes, Sophie Mutates	No?								
100-17-20	g-2 Mu2e (+PIP-8 muon possibilities)	One West	On Kim	okim@olemiss.edu			Yes, Sophie Middleton to contact them for follow up Yes, Sophie Middleton to contact them for follow up	Y								
20-17:50	muon possibilities)	One West					contact them for follow up	Y							_	
7/12/202	4 Seasing Law															
	Session VII - Government Officials				Birb Gell In court i											
10 - 9:30 10 - 10:00	Bill Foster	One West	Bill Foster Regina Rameika		Rich Goff to send invite to Bill Foster e.		Yes Invited & agreed	Yes								
30 - 10:00 2:00 - 10:15	Gina Rameika Government Affains Report	One West	Kevin Pedro and David Yu	gov pedrok@fnal.gov; dryu@fnal. gov		Kevin and David										
15 - 10:30	Coffee Break V															
30 - 12:30	Session X	One West			TBD - Stephany to ask Anadi on speakers Contact for speakers: Marcels Carers											
130 - 11:00	APS-TD R&D				Anadi on speakers	Magnet research? Muon Collider, Lia: Dave took the volutery										
:00 - 11:30	Muon Collider at Fermilab	One West	Dave Neuffer		Contact for speakers-	separation - need to find someone else.	Yes?									
:30 - 12:15	Theory Overview Quality of Life Report	One West	TBD		(annual filteral and)		No									
15 - 12:30	Report	One West	Scarlet?		Scarlet? Contact for speaker: Michael Balcewicz	Maybe move to day 17	No									
					(balcewic@fnal.gov), Isturnee Pophale (ishanee.											
	FSPA Report Closing Remarks	One West	7		Contact for speaker: Contact for speaker: Michael Bakewicz (bakewic@final.gov), Isharwee Pophale (sharwe, pophale@gmail.com), Mguel Gatenzz (miguelg@fmal.gov)		No									
		One West	Prabhjot Singh	prabhjot@fnal.gov												
:30 - 13:30	Lunch III								Conference Office will							
3:30 - 15:30 Suns	Session XI								Conference Office will help organize.							
-2 & Mu2e (Muon Facility) ark Matter & Dark Energy etector Area (ERC)																
ark Matter & Dark Energy etector Area (ERC) 0TA - Accelerator evelopment Lab INOS & SEND (Neutrino																
DMS Quantum Computing (LARC)																
30 - 16.00	W&C Break	Attum														
	Session XII	One West	Chris Quipp	quipp@fnal.gov		Need to communicate to the W&C organizers that we have a speaker		Yes								
00 - 17.00	Colle															

Pra ph Theme: Ins	spirations fro	m Põ		_	To be filed												
				Day 1	Day 2	Day 3											
ndico Date/Time	Pi	rogram	VENUE	Speaker Names	Speaker Emails	Contacts for Speakers	Topics for Discussion	Invitation sent (yealno)	Confirmed	Room Convener	Mic Runner	Zoom, Camera, and Meeting recording person					
		-															
Missing Talka:																	
		in we keep see to town hall															
Vas Office - 30	0 minutes max	see to town hall salon?															
Safety?	en en	legrated sewhere?															

	FRA Funding A	Approval Form	
	Festa Italiana	New Perspectives	Users Meeting
Will the Event be Supported by Funding?	Yes	Yes	Yes
I will be Funding this Event by:	Contract/Division Funds	Contract/Division Funds	Contract/Division Funds
I'm Requesting FRA Funds?	Yes	Yes	Yes
Estimated FRA Funding Requested	\$3,500.00	\$4,000.00	\$22,500.00
Estimated Funding Breakdown	\$3,000 plus FRA burdens. This is money that is rolled up into the overall Users Meeting budget ask. This project task code will be billed separated out from Users.	Funding is rolled up into the Users 2024 meeting. Funding for New Perspectives FRA request is \$4,000 (\$3,500 plus indirects for FRA).	\$30,000 was already approved (including Festa Italiana and New Perspectives).
FRA FundingProject/Task Code	R7F101.10	R7F101.10	R7F101.10
Funding Attachments	Link	Link	Link
Justification for Use of FRA Funds	Attendees will be from the New Perspectives and Users Meeting, and over 50% will be Fermilab Users, Affliates, and Employees.	New Perspectives FRA funding is part of the Users Meeting 2024. FRA money is used because most attendees (more than 50%) are Users, Affiliates, and Employees of Fermilab.	Users Meeting is funded by the laboratory using FRA funds as the meeting is for all Users, Affiliates, and Employees. FRA funds allow for execution of the meeting and any unallowable costs associated with planning, food, and attandance.
Taher Event Order:			

ID	Name	Institution	Position	How are you participating?	Please indicate the support you need	Please add a short description to support your request
					Please indicate the support you need, line by line, for your travel: flight, lodging, car, others (specify). Please add a brief description.	
1 2						
2 3 4 5						
6 7						
8						
9 10						

		1	

Strategies	Status	Remarks
Poster session and reception		So, that budgets can be adjusted and poster presenters can get something to eat or drink
Site acccess issues		Make a list of site access issues that happended last year (2023). Ask Biswa or Sophie

List of Items to track	Status	Remarks
Community Fair		
In-person Tour		
Meeting recording, editing etc.		
Sending a reminder about registration		
Tracking of Invited talks		
Poster session organization (FSPA/Sophie)		
Designing poster award certificate		
Populating Indico		
Collecting rulers from Adam		
Request for Convening each session		

Question	Response
The instructions state, "A rough draft of selected posters is required to be uploaded to the Indico page by July 1, 2024."	For better clarity about the poster uploading, we have removed the first instruction. Now participants are not required to upload posters to Indico.
Could you please provide further instructions on where exactly to upload the poster?	
I could not find it on the Indico page https://indico.fnal. gov/event/64626/abstracts/	
If printing the poster through Fermilab, the instructions mention "set it by July 5, 2024." Could you please clarify if this means to submit the poster for printing by July 5, or to have it printed by that date?	Cindy (cc'ed) here should correct me if I am wrong. If you are interested in printing a poster at Fermilab then you should email the FINAL version of your poster for printing in PDF format to Cindy Arnold at carnold@fnal. gov by or before EOB on 5th July
May I know what the typical printing times at Fermilab are? If I submit to print by July 5, can I get the poster by the poster session on July 10 ?	She should be able to print and return your poster before the poster session.
if we have a LaTeX template for the poster since there are lots of formulas and symbols	the only template we have is a PowerPoint one. Please feel free to use your latex format to make the poster. The only thing we need is a final PDF version of the poster if you are interested in printing the poster at the lab.
is that all posters must be 3 x 4 feet, does this mean 3 feet in width or 3 feet in height?	Yes, the required poster size is 3 x 4 feet. You can have it either landscape or portrait. We can accommodate both.