PB, October 19, 2016

**Fermilab Testbeam Committee Meeting**

**October 24, 2016**

CHARGE

The testbeam facilities at Fermilab are a valuable resource for the HEP community.

The committee is asked to give advice to the Fermilab Directorate on the operation and development of the Fermilab Testbeam Facility (FTBF), and on any programmatic choices needed to optimize its use and scientific impact.

In particular, at the present meeting the committee is asked to comment on:

1. The community usage and the scientific impact of the FY16 FTBF program, as documented in the annual FTBF report.
2. The plan for the FY17 FTBF program, facilities and resources, as presented at this meeting, and the value of the FTBF program to the HEP user community going forward.
3. Progress made by the test beam operations team and the Lab in following-up on the committee’s recommendations from the previous meeting held in November 2015.

The Directorate will welcome any other comments from the committee about utilization of the facility, the need for programmatic choices, and the need for facility enhancements.

The committee is asked to deliver a short written report to the Office of Program Planning by November 4, 2015.