



Quality of Life Sub-Committee Report

UEC Meeting
22. November 2019

Oliver Gutsche for the QoL Sub-Committee

Deputy for QoL

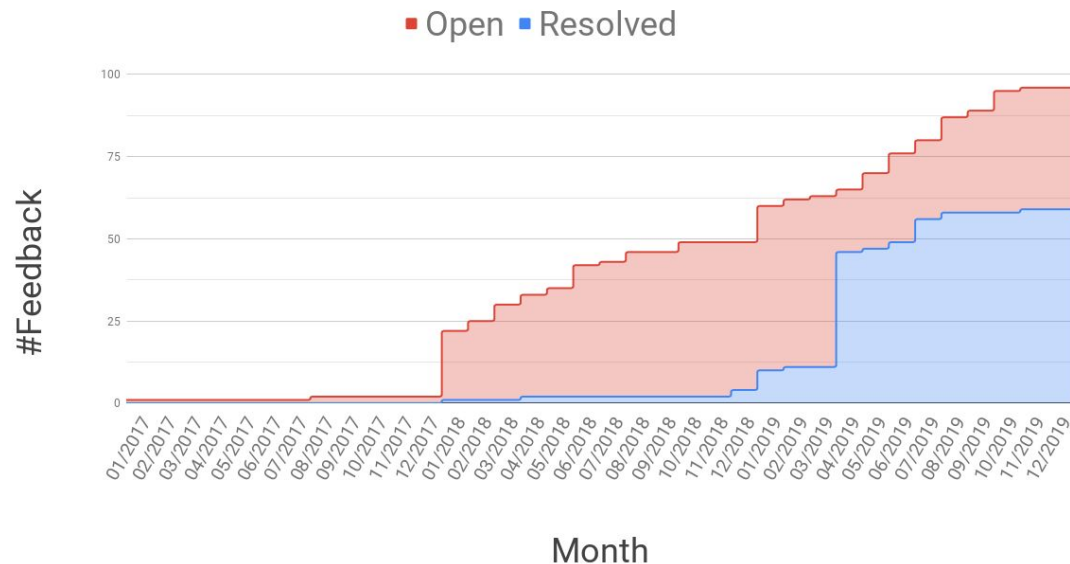
Yuanyuan agreed to be my
deputy!

Thanks!



Feedback Overview

UEC Feedback



(*) Includes items we don't publish

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Resolved since 1. October 2019

COUNT of Comment # Category	Responsible	
	QoL	Grand Total
QoL	1	1
Grand Total	1	1

New since 1. October 2019

COUNT of Comment # Category	Responsible	
	QoL	Grand Total
QoL	5	5
Grand Total	5	5

Feedback Overview

(*) Excludes items we don't publish

Open

COUNT of Comment #	Responsible				
	Government Relations	QoL	UEC	Users Meeting	Grand Total
Category					
Bathrooms:WH			2		2
Bikes			1		1
Computing			1		1
Facilities			1		1
Facilities:Village			1		1
Facilities:WH			1	1	2
Food			4		4
Metrics		1			1
Policy				1	1
QoL			8		8
Site			4		4
Site Access			1		1
Taxi			1		1
UEC talks				1	1
Users meeting				4	4
Village			1		1
Grand Total		1	26	2	34

Resolved

COUNT of Comment # Category	Responsible		
	QoL	UEC	Grand Total
Bathrooms:Village	2		2
Bathrooms:WH	3		3
Bikes	1		1
Cafeteria:Hours	2		2
Communication	1		1
Computing	1		1
Facilities:Village	2		2
Facilities:WH	7	2	9
Food	2		2
Global Services	1	1	2
Library		1	1
Mail	1		1
Parking:WH	4		4
Policy		3	3
QoL	4	1	5
Rental Car	3		3
Site	1		1
Taxi	3		3
UEC		2	2
User Registration	1		1
Visa	1		1
Grand Total	40	10	50

New feedback since 1. October 2019

- One or more of the 3 Microwave Owens in the Wilson Hall atrium south-west corner that we use for warming the food at lunch time is/are not working for a while. It needs to be repaired or replaced.
 - 10/4/2019
 - Still broken, only one is functioning → contact FESS
- Housing agreement for village cannot be used to apply for driver license / bank account.
 - If a user signs on a housing agreement for living in village the housing office provides an address proof letter supposed to be used for applying to a driving license/opening a bank account /buying car etc but the local DMV/banks are not accepting that address proofs stating the housing agreement does not include the word 'lease contract' or something like that. Just want to bring this to your attention so we can have a discussion on how to address this and have a possible solution.
 - Living in the village means that this letter is the only proof for DMV/banks, utilities are handled centrally and users just pay the village rent.
 - How do college dorms handle this issues? DMV was familiar with the housing contract from the dorm. Maria will check her old letters.
 - Example letter will go to Griselda, she will discuss with legal
 - Person who experienced this will come to the next QoL meeting: Reddy will arrange this
- Parking around high rise (x2)
 - Can anything be done about the reduced parking around the high rise? It is only getting worse for those of us who work here and the long walks in the winter will only make this more unpleasant.
 - "Now-a-days there is not enough space for parking at Wilson hall parking lot and we are forced to park where there is not a parking place and we are receiving a fermilab parking ticket. Hoping to see more parking places alternatively.
 - Security is ticketing people who park at end of the rows (lines are not really visible, people are making their own parking spots)
 - Ask FESS to remind community about alternatives (shuttle from technical division and lederman) by mail or FermiNews article
 - Special parking for colloquium or seminar speakers is available, part of the facility request form

NOvA spokesperson: community standards posters in village

I'm reaching out to you as a member of the UEC quality of life committee.

I was wondering if the posters reminding people of the Fermilab community standards are on display in common areas of the Village (like the Users Center, laundry room, gym, etc.). If not, could they be?

It's a small change, but it might be nice to remind people to treat others with respect, even after hours.

- Griselda is checking the laundry room, but otherwise posters are up

New User Orientation

- Request from last year to provide orientation for users, this is the pilot project for the next 2 months
 - New Users who will be at the lab 90 days or more within the calendar year will now be able to register to attend New User Orientation
- Objective
 - High level overview: for Users to have a better understanding of lab functional areas specific to Human Resources and Workforce Development and Resource Section (WDRS)
 - Introduction of HR partners
 - Introduction of policies and processes, for example difference in process to follow up on harassment if no employees are involved (an HR partner from Fermilab will get involved to resolve the situation with home institutes)
- Course Content
 - Introduction to Users HR partner, reporting mechanisms, community building, and inclusiveness.
- For registration purposes, the course was added to Users ITNA
 - Everyone gets reminder emails every week, User has the ability to register online for a future session
 - It is not a required course, Users can ignore this.

Supplier Portal

- Supplier for the laboratory:
 - Company or an entity that the lab is ordering goods and services for, and therefore needs to get paid
- June 2019: Fermilab established a supplier portal to streamline the payment process
- There are circumstances where users (who are obviously not companies) need to get reimbursed by the lab (housing, per diem, travel, mileage reimbursement, etc.)
 - In this case, it would be easiest if users would register themselves as a supplier
 - “Services and committees for users at Fermilab” page (<https://get-connected.fnal.gov/users/services/>) has link to Finance Department page (search for “Expense Reimbursement”)
 - Requires Fermilab Services Account
 - Registration and process is described here
 - No bank information is needed, this is currently going through checks. In the future, this could go through wire transfers, the portal provides a secure way to transmit this information to Fermilab.
 - Registration will go through approval process (there is a support email in case of problems)
 - When the user then enters an individual reimbursement request, the lab will notice that the users is registered as a supplier and will route the payment appropriately
 - We’re working on FermiToday articles and might add this to the new users orientation.
 - Fermilab asks us to remind the community regularly (once a quarter?)

Updates to team and webpage

Subcommittee Members 2019-2020

Oliver Gutsche, chair (Fermilab)

TNB, deputy (TBD)

Ashley Back (Iowa State University)

David Martinez Caicedo (South Dakota School of Mines & Technology)

Reddy Pratap Gandrajula (Michigan State University)

Cindy Joe (Fermilab)

Yuanyuan Zhang (Fermilab)

Contact to Fermilab Student & Postdoc Association (FSPA)

Maria Martinez Casales, (Iowa State University)

- Ashley, Reddy and Yuanyuan are starting to participate in the QoL sub-committee (Thanks!)
- Maria is our new FSPA contact (Thanks!)

Updates to team and webpage

Committees with Quality of Life member participation

Housing Allocation Committee	QoL representative Oliver Gutsche
Food Advisory Committee	QoL representative Yuanyuan Zhang

Contacts to Fermilab's Organization

Globals Services Manager	Griselda Lopez
Wilson Hall Building Manager	John Kent
Roads & Grounds	Steve Whiteaker
Computing	Jon Bakken
Wellness Programs	Jeanne Ecker
Community Building	Jessica Jensen
FESS	TBD

- Yuanyuan agreed to be on the food committee
- Updated Roads & Grounds contact
- Have to update FESS contact

- We're having more issues to discuss with FESS
 - Starting to collect them in [google doc](#)
 - Current topics: bathrooms, parking, issue reporting with web form
 - Please comment on doc and add issues
- We're planning to ask Karen Kosky (FESS department head) to come to one of the next UEC meetings to discuss issues
 - When would be a good date?