



2020 CPM Planning

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May 1, 2020

Planning the Community Planning Meeting

- Dates for the 2020 CPM determined at 3/12 all-conveners meeting
 - **Wed 11/4 to Fri 11/6 at Fermilab**
 - Meeting is to start in the late afternoon on 11/4, run a full day on 11/5, and end mid-afternoon 11/6
- Local organization to be led by
 - Fermilab Scientist Advisory Council (representing Fermilab staff scientists)
 - Fermilab Users Executive Committee (representing Fermilab scientific users)
- Logistics
 - Expecting a similar size (~500) meeting to the 2012 CPM
 - SAC+UEC representatives have met to start discussing the CPM
 - Leveraging UEC experience planning the (similar sized) annual Fermilab Users Meeting
 - Working with Fermilab conference office
- Goals for this month
 - Formalize local organizing committee
 - Start designing Indico pages (Fermilab Indico will be upgraded this weekend)

COVID19 and remote access

- No crystal ball but safe to assume that COVID19 will still be an issue by Nov
 - Even in the case of an in-person meeting, expect that a **significant fraction of attendance would be remote**
 - Ensuring that all meeting rooms are properly connected
 - Ensuring that all sessions are recorded
 - Prepared to **switch to an all-virtual meeting if necessary**
 - Learning from experiences of large conferences/meetings that have virtualized
 - Frontier conveners will need to take remote participation into account when planning the meeting agenda
- We will follow DPF, FNAL, DOE, IL, and CDC guidance
 - IL currently under shelter-in-place until May 30
 - Fermilab remote-only apart from safety-related operations until then
 - CPM LOC is in close contact with FNAL directorate on laboratory plans re:COVID

Needs from the Snowmass community

- Planning the meeting agenda
 - **Point(s) of contact** for scientific planning would be helpful (a subset of the FCs?)
- We invite the summer study organizers to “join” the CPM LOC
 - Mainly so that they can learn from our mistakes
- Schedule planning
 - Everything discussed assumes the original dates of 11/4-11/6
 - Should the **entire Snowmass process be delayed**, we would work to reschedule the CPM as appropriate