

Meeting called by	Joe Pygott							
MINUTES TAKEN BY								
ATTENDANCE A = APOLOGIES P = PRESENT	CERN		FNAL		SDSD		Ex-Officios	
	Jean-Louis Grenard	P	Marcel Borcean	P	Joe Pygott	P	Marzio Nessi	P
	Olga Beltramello	P	Mike Andrews	P	Ladia Jakubec	P	Jolie Macier	P
	Dimitar Mladenov	P	Jack Fowler	P			Patrick Weber	P
	SDSTA		FSCF					
	Al Stratman	A	Syd De Vries	A				
	Jeff Barthel	P						

AGENDA TOPICS:

Red = current meeting notes

1. Introduction
 - a. Team Member Introductions
 - b. Review Scope and Deliverables
2. Review Materials under consideration
 - a. APA Transportation Frame
 - b. Cryostat Structure Steel Beams
 - c. Cryostat Structure L-Shape Beams
 - d. Membrane Steel Skin
 - e. Cold Boxes
 - f. Cryogenic equipment
 - g. Other?
 - h. Dewars
 - i. Structural elements for cleanroom
- Review Equipment under consideration/review
 - j. Existing cranes and tools in Ross Headframe
 - i. 7.5 short tons (6.8 metric tons)
 - ii. 10 short ton (9 metric tons)
 - k. Requirements of crane at 4850
 - l. Equipment to rotate L-shape beams at Headframe & 4850
 - m. Tuggers at 4850
 - n. Transportation carts or other conveyances Headframe & 4850
 - o. Conveyances warehouse to SURF
 - p. Other?
3. Material Specifications
 - a. Provide detailed overview of the specification for the material under consideration (dimensions, weight, other specs)
 - b. Provide detailed overview of the existing material handling equipment at SURF (Ross Headframe cranes, hoists, tuggers)
4. Sub-Teams and Lead Assignments – These are preliminary thoughts for sub teams and will be modified as needed
 - a. Crane & Hoisting Team (Material Handling at Ross Headframe & Ross Base 4850)
 - i. Existing Equipment located at SURF
 - ii. Equipment needed at SURF
 - b. Warehouse & Transportation Team

- i. Develop assumptions for interim storage locations at the surface and underground, as well as available space (SQ ft/m)
 - ii. Develop requirements for material tracking system
 - iii. ~~Specialized material handling equipment at warehouse~~
 - iv. ~~Transportation method to SURF~~
 - c. SURF Material Transport Team
 - i. Surface material handling equipment requirements
 - ii. Underground material handling equipment requirements
 - d. Safety & Lift Plan Team
 - i. Required Safety Procedures
 - ii. Preliminary Lift Plans and requirements
- 5. Expectations for deliverables
- 6. Future meetings and interactions
 - a. Next meeting will be in approximately two weeks
- 7. Other
 - a. Certification for equipment and structural analysis requirements
 - b. Maintenance/Safety Inspections for lifting equipment (training requirements & responsibilities)
 - c. Understanding the rigging and lifting programs for both Fermilab and SDSTA
 - d. Develop a test lift program for each component and identify a schedule for doing so

ITEMS FOR FOLLOW-UP

- **New Action Items:**
 - Create a Baseline presentation to introduce:
 - Facility overview (Joe/Ladia with input from others)
 - Existing material handling equipment at Ross Headframe. (Jeff)
 - Material specifications for the material under consideration, including dimensions, weight, other specifications. (Ladia)
 - DOE Leased Space Safety Requirements
 - Update Charge (Joe/Jolie/Patrick)
 - Create EDMS area for AMTT documents (complete) <https://edms.cern.ch/document/2459131/1>
 - Agenda for next meeting (Joe)
- **Open Action Items:** None
- **Recurring Action Items:** None
- **Closed Action items:** None

All Meeting Minutes will be posted on the Fermilab Indico site at: <https://indico.fnal.gov/category/1266/>