Mary Ann – Drew in AutoCAD HV, LV, cards and Mpod crates in drawing being used with slow controls to facilitate generation of signal spreadsheets. Wrote first and second drafts of slow controls test manual. Editing the SVT geometry document for the CalCom group. Researched and ordered of soldering equipment, removal of old and application of new cabinet labels, typing of meeting minutes.

Peter – Absent for the meeting due to illness (Started looking into Hall D target controls with Dave.)

Dave – Worked on FDC flow controls.

Brian – Acquired data on coherent noise test stand. Integrated production sensor current into SVT database.

George – Received from ISU shipment of the last 2 R1 drift chambers; all 18 CLAS12 drift chambers are now onsite. Updated planning and preparation for the R1 survey in the clean room and for the transition from stringing to instrumentation, testing, and storage. Completed final QA on 4 R3 drift chambers; now ready for installation. Ordered tubing and components for the LTCC and DC gas system modifications and additions. Worked with Hall B engineers and designers on several aspects of the LTCC and DC gas line modifications and additions. Met with Will Oren, Scott Thompson, and Dan Oprisko for manpower and minimum design requirements for the LTCC and DC piping modifications and additions.

Mindy – Fabricated cables with D sub 25-pin connectors. Continued fabrication of temperature-and-humidity-sensor boards. Rebuilt 6 PMT bases.

Tina – Re-fabricated cables with D sub 25-pin connectors. A single Y cable controls both encoder and motor. Reconnected cables. Helped in Hall D.

Marc – Testing HFCBs with Werth. Reviewed gerber files.

Werth – Completed version 4.11 of the slow controls test program. Started developing with Mary Ann user manual for the software. Tested with Marc HFCB cables.

Anatoly – Worked on the pair spectrometer, arm A. Started to make 0.8 um Al photon radiators. Fabricated twenty-three 110 ft. long BNC cables.