NPP All Hands Meeting

24 April 2020

3:00 Berndt Mueller
3:05 Denise DiMeglio (with Q&A)
3:15 Dr. Jai Subramani (with Q&A)
3:25 Christel Colón
3:30 Dmitri Denisov
3:35 Lee Hammons, Brandon Thorne
COVID-19 Response Actions

• On March 23 BNL transitioned to minimal operations ("min-safe") mode, now extended to May 15
  • Only essential personnel allowed on-site
  • On-site staff <200 at all times
  • Everyone else works from home
  • WSL code charged by those who cannot perform work from home

• The NPP Leadership Team thanks all those who helped keep the Lab safe and all of you who stepped up to work effectively in this new unprecedented mode - THANK YOU!

• Special thanks to the teams working on restart of isotope production

• We are now planning for the transition to the next phase in the Lab’s response to the Covid-19 crisis:
  • Stepwise re-opening of the Lab and restart of normal operations
  • Plan focuses on mission priorities while keeping everyone safe
  • Not yet a “new normal”; expect an extended state of flux
Preparing to restart

• We are on the path to recovery: Only 1 Covid-19 case at BNL since April 14
• New cases in NYS are declining
• But we must remain careful and very health conscious

• Planning coordinated by Office of Emergency Management – Lee and Brandon will discuss state of planning
• Transition to near normal operations will be gradual and follow priorities and ability to keep the Lab safe
• Staged ramp-up of on-site work and ramp-down of teleworking
• Future of travel of BNL staff and guests/users still unclear
• Commitment to Inclusion & Diversity is a core value
Pursuing our mission

• We have been remarkably successful in continuing much of our work and making progress towards our goals (THANK YOU!)
• While some activities had to rest, others benefitted from freed-up time
• Much progress toward the goal of resuming isotope production in May
• EIC organization formed on April 1 as new directorate with Jim Yeck as Project Director and ALD
• Strategic EIC research planning for BNL groups started
• RHIC rings still cold and planning for restart of Run-20
• sPHENIX, STAR, AUP, US-ATLAS looking to restart construction, testing, prototyping
• New Missile Defense Agency electronics testing program at NSRL
• BNL actively engaged in Snowmass 2021 process
• Despite the pandemic this will be a productive year for BNL
Today’s Agenda

• 3:00 Berndt Mueller – Introduction
• 3:05 Denise DiMeglio – Changes to Benefits
• 3:15 Dr. Jai Subramani – OMC and Covid-19
• 3:25 Christel Colón – HR News
• 3:30 Dmitri Denisov – HEP recovery plans
• 3:35 Lee Hammons, Brandon Thorne – Recovery planning
• 3:50 Q&A
Time Card Coding & Benefit Program Updates

April 2020

Denise DiMeglio
Time Card Coding Updates

Many codes have been added for temporary use during the COVID-19 pandemic.

• Addition of WSL code for use by employees who:
  o are not essential personnel and are unable to work from home OR
  o are quarantined and unable to work remotely.

• Addition of SC code for use by employees who are sick and test positive for COVID-19. This will be taken from a staff member’s sick leave accumulation.

• Employees have been able to use up to 40 hours from their Sick Leave accumulations to care for an ill or injured family member. This is referred to as Sick Family Member (SFM) time. BSA is temporarily removing this 40-hour limit.

• Employees have been able to use accrued Vacation time or Leave Without Pay time when their child is home due to a school closing.
  o BSA is temporarily allowing employees to also use up to five days from their Sick Leave accumulations in the case of a school closing where the child is home, if the child is not ill, and the employee is unable to accomplish work remotely. Employees should use the SSC code.
Benefits Updates

HEALTHCARE

Aetna Medical Plan:

• Removal of copays, deductibles and coinsurance for COVID-19 testing and related healthcare visit, including telemedicine based on the CARES Act.

• Aetna Informed Health Line: ask a registered nurse about health issues 24 hours a day, 365 days per year. Call (800) 556-1555. There is no cost for this service.

• Teladoc: phone or videoconference appointment with a doctor. Call (855) 835-2362 or go to teladoc.com/aetna Available for 90 days (starting on March 6, 2020), Teladoc will not charge any copayment.

• If you had healthcare coverage through a spouse and that spouse has recently lost coverage such as due to a layoff or furlough, you may have a Qualifying Event that enables you to enroll in the Aetna Medical Plan and/or Delta Dental Plan.
Benefits Updates

HEALTHCARE

Magellan Employee Assistance Plan (EAP):

- Magellan’s Restore: a six-session program proven to assist with insomnia and other difficulties with sleep. It offers skills, techniques, and exercises that can improve your mood and promote better sleep. There is no cost to download and use this app. Visit the Restore information page on the Magellan website to learn more and to download the app.

- Magellan EAP counselling services with licensed professionals trained to help with common challenges such as stress, anxiety, grief, marital/family relationship concerns, parenting, addictions, and more. Up to 5 free counseling session provided at no cost to you and your household members. There is no cost to use this service. Call (800) 327-2182 or go to www.MagellanAscend.com
Benefits Updates

RETIREMENT AND 401(K) PLANS

• Removal of monthly restriction on changes to 401(k) plan contribution elections.

• Implementation of COVID-19-related loan and hardship provisions under the CARES Act. Applicable to 401(k) Plan.

• Required minimum distributions have been suspended. Applicable to both the Retirement Plan and the 401(k) Plan.

Call TIAA at (800) 842-2776 for more information.
Benefits Updates

FLEXIBLE SPENDING ACCOUNTS

• The deadlines for filing healthcare and dependent day care FSA claims incurred in 2019 has been extended from 3/31/20 to 6/30/20.

• Closure of child care facilities or no longer using child care while you are home may be a Qualifying Event that enables you to change your Dependent Day Care Flexible Spending Account (FSA) election.

• If you had healthcare coverage through a spouse and that spouse has recently lost coverage such as due to a layoff or furlough, you may have a Qualifying Event that enables you to change your Health Care FSA election or enroll in the FSA.

More information on the time card codes and the benefit programs discussed today is available on the Lab’s COVID-19 website.
Lab COVID-19 Status

Dr. Jai Subramani, OMC Deputy Manager
BNL Stats as of 4/24/20

- 27 Confirmed COVID-19 Cases
- 21 Recovered (out of isolation and returned to work)
- Remaining 6 are recovering

Based upon positive COVID test results:

- About 1% of BSA employees have had COVID (27 cases in ~2700 employees). For comparison:
  - About 2% of Suffolk County residents have had COVID (~30,000 cases in ~1.5 million pop.)

No doubt a significant undercount- random NYS antibody study- 16.7% positivity on Long Island (Nassau & Suffolk)
BNL Cases: Temporal Distribution

Number of Cases by Date of Symptom Onset

27 confirmed cases as of 4/23/20

Date of Symptom Onset

Median
3/22/20

Approx 21/27 cases became infected before March 23rd start of Min-Safe (assuming ~5 day incubation period)
Epidemic appears to have peaked in NY State

But descent from peak has been slow so far
Predictive model for New York Epidemic Curve

16 days since peak resource use on April 8, 2020

April 24th Covid Hospitalizations reach zero ~May 31st

Source: Institute for Health Metrics & Eval., U of Washington
BNL Strategy for Coping with COVID

○ Since March 23rd, BNL has been in Min-Safe operation mode, congruent with “New York Pause”– mitigation of epidemic through social distancing and sheltering at home to reduce transmission & “flatten the curve”
  ○ Only essential personnel are allowed onsite;
  ○ Goal is to keep onsite staff at ~200
  ○ Now being extended to May 15th, congruent with both the federal government and NY State-- urging schools and non-essential businesses to remain closed through May 15th.

○ Cautiously considering business reopening in the future and stepwise resumption of BNL operations.

○ During this time, it is also crucial that all of us continue to maintain the social distancing and other guidelines (facial covering, frequent handwashing, etc.) recommended by the Centers for Disease Control and Prevention (“CDC”) to continue to flatten the curve.

○ Our goal is to minimize in-person interactions to make it possible for you to stay safe and complete your tasks as efficiently and effectively as possible

○ Remember to promptly notify OMC (x3670) should you become ill with known or suspected COVID-19.
  ○ OMC is responsible to track and report COVID cases, and to determine when an employee can return to work, after being released from isolation and receiving medical clearance.
Christel Colón  
HR Business Partner  
X8469

Laura Furnari  
HR Generalist  
X7298

Cathleen Ostrick  
HR Coordinator  
X3640

NPP HR Team – Bldg. 510
Particle Physics at BNL

Particle physics studies Nature as the smallest (accelerators) and largest (telescopes) distances to understand how the world around us works.

- ATLAS experiment at CERN (Europe)
- Neutrino Program at Fermilab
- Belle II experiment at KEK (Japan)
- Large Synoptic Survey Telescope (Chile)
- Accelerator Test Facility
- Theory
- New accelerator, detectors and computing technologies

Z Boson

Higgs Boson

800 ton liquid argon Proto-Dune experiment
Status of Particle Physics Activities at BNL

• Similar to BNL majority of large particle physics labs around the world are in “minimum safe” configuration
  • CERN laboratory in France/Switzerland
  • KEK laboratory in Japan
  • Fermilab in Illinois

• BNL computing facilities are running at full capacity to provide resources for analysis
  • Providing computing power to various experiments
  • And in addition helping with COVID-19 related research!

• Many activities are progressing remotely and via telecommuting
  • Design of new detectors/projects
  • Reviews of new papers, new projects and new activities
  • Development of documentation and writing proposals
  • Working on new ideas in theoretical physics

• Due to world-wide collaborations in particle physics video conferencing is familiar
  • Multiple platforms: Zoom, BlueJeans, Vidyo… - you name it!
Particle Physics at BNL Recovery Planning

• Still many activities are severely affected by min-safe status
  • Construction, assembly, testing are all on hold
• Plans to recover quickly and efficiently, when situation permits and can be done safely, are under development
• Among specific challenges is domestic and international travel
  • In many cases BNL employees have to travel to Fermilab, Europe or Japan to install equipment made by us, maintain it, take shifts
  • There are multiple travel rules and regulations which are in flux
    • We are working closely with everybody to fulfill our responsibilities, while following all rules and keeping our staff and our partners safe
    • There are currently no detailed plan how/when travel will resume
• Many users are coming to BNL to participate in various particle physics activities including assembly and testing
  • Important part of training students and postdocs from US universities
• During these challenging times particle physics at BNL is progressing and developing plans for a staged recovery
  • Thanks to everybody for contributions!
Planning for Recovery

Lee Hammons
James Dunlop
Brandon Thorne
Agenda

• Work of BNL COVID-19 Task Force
• COVID-19 Recovery Plan Timeline
• COVID-19 Recovery Considerations
• Hierarchy of Controls
• Personnel Expectations
• Face Coverings
• Cleaning
• Protecting Each Other
BNL COVID-19 Task Force

• Monitors the evolving impacts of COVID-19 on the Lab community
• Goal is to keep Lab community healthy and operating effectively
• Recommend policies, represent interests and concerns
• Answer questions and serve as point of contact for the organizations across the laboratory
• NPP Task Force Members:
  • Lee Hammons, DCOO, C-AD, NPP
  • James Dunlop, Associate Chair, Nuclear Physics
  • Brandon Thorne, DDCOO, Physics and SMD, NPP
COVID-19 Recovery Plan Timeline

- Min Safe extended to May 15th
- Lab is developing phased approach
- NPP Leadership is developing safe plan to restore operations

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<th>Phase</th>
<th>Task</th>
<th>Duration</th>
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<tr>
<td>1</td>
<td>Day 15 of Recovery: ~600 FTEs (~25% of total FTEs)</td>
<td>15 Days</td>
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<tr>
<td>2</td>
<td>Day 30 of Recovery: ~800 FTEs (~30% of total FTEs)</td>
<td>15 Days</td>
</tr>
<tr>
<td>3</td>
<td>Day 45 of Recovery: ~1300 FTEs (~50% of total FTEs)</td>
<td>15 Days</td>
</tr>
<tr>
<td>4</td>
<td>Day 60 of Recovery: ~2200 FTEs (~85% of total FTEs)</td>
<td>15 Days</td>
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COVID-19 Recovery Considerations

- Programs
  - ALPHA-g completion
  - AUP Coil Production
  - AUP Magnet Testing
  - ATF
  - ATLAS Upgrades & DUNE DAQ
  - DUNE
  - Isotope Program
  - LArFCS
  - NSRL
  - RACF/SDCC
  - RHIC
  - sPHENIX Project
  - STAR Operations
  - STAR Forward Upgrade
  - Tandem Van De Graff

- It is imperative as a Directorate that we consider the following:
  - Returning to work in a safe environment to start operations.
  - Closely managing the onsite density of the staff.
  - Considering all personnel
  - Limited Operations – first 15 days
  - Day-by-day break down of number of staff – first 30 days (on-site).
  - Normal operations with maximum telework by – first 45 days.
  - Normal operation with telework in first 60 days.

Planning team has collected specific information on resource requirements, staffing, and timeline for program and project recovery

- Need to provide specific number of staff and support requirements (ESH, F & O) for each phase of recovery

- We are working to put together a phased timeline for recovering these programs

- This information will become an input to the Office of Emergency Management for recovery of the Lab
NPP Directorate has implemented controls to reduce risk to personnel starting work onsite.

NPP COVID-19 Controls:

**PPE:**
- Face coverings
- Gloves

**Engineered Controls:**
- Increasing building ventilation
- Installing physical barriers

**Administrative Controls:**
- Frequent hand washing
- Avoid touching your face
- Clean frequently touched surfaces
- Cough and sneeze etiquette
- Work planning to enhance social distancing
- Clear communication to staff

**Social Distancing:**
- Stay 6-feet from others

**Elimination:**
- Work from home when possible
- Stay home when sick/leave work if you become sick
Face Coverings

• Lab is committed to providing three face coverings for every staff member
  • Lab has purchased 3,000 bandanas so far
  • Lab has evaluated prototype face coverings
    • Plans to purchase 5,000 face coverings
  • Lab will provide face coverings to all staff that need them
  • Continue to wear face coverings from home
Cleaning

• At reopening of the Lab, custodial staff will resume their normal cleaning rounds with special attention on keeping common areas clean.
• Lab is committed to ensuring that adequate quantities of cleaning and disinfecting supplies will be available to use in common, office, and technical areas.
  • Kitchens, lunch areas, office areas, control areas, shops, bathrooms
  • Guidance on how to use these supplies is available.
Protecting Each Other

- As a Lab, we have to take responsibility for each other and take personal responsibility to protect ourselves:
  - Stay home if you are sick
    - Maintain awareness of your own health and those around you
    - Continue to report illness to the clinic
  - Wash hands frequently
  - Clean up after yourself
    - Cleaning of kitchen areas, phones, copiers, office equipment
  - Maintain social distancing
  - Changing work practices to make working safely easier
    - Use hierarchy of controls:
      - Avoidance
      - Social distancing
      - Face coverings
  - Lab is developing staff training on COVID-19 protocols