Date: July 11, 2012

To: File

From: Anna Therese McGowan **/RA/**
Chief, Technical Information Center Section
OIS/IRSD/ISB

Subject: Agencywide Documents Access and Management (ADAMS) User Group Meeting
Minutes, May 2, 2012

This memo accompanies the summary of the public meeting held on Wednesday, May 2, 2012,
in the Public Document Room, U.S. Nuclear Regulatory Commission. This was the 23rd
meeting of the ADAMS User Group.

**AGENCYWIDE DOCUMENTS ACCESS AND MANAGEMENT SYSTEM
USER GROUP MEETING**

Wednesday, May 2, 2012
2:00 p.m.–2:45 p.m.
U.S. Nuclear Regulatory Commission Headquarters
Public Document Room O1 – F21

**Agenda for Agencywide Documents Access and Management System (ADAMS)
User Group Meeting No. 23**
1. General Announcements - Anna McGowan (2:00–2:05 p.m.)
2. Member Issues and Questions - Anna McGowan (2:05–2:10 p.m.)
3. System Enhancements - Mark Evans (2:10–2:15 p.m.)
4. New Business or Questions - Anna McGowan (2:15–2:45 p.m.)
5. Adjournment (2:45 p.m.)

MEETING MINUTES

1. General Announcements (2:00–2:05 p.m.)

Anna McGowan opened the meeting at 2 p.m. and introduced the U.S. Nuclear Regulatory Commission (NRC) staff in attendance. Karen Danoff, Mark Evans, Adam Glazer, Mary Mendiola, Russell Nichols, Mohan Reddy, Bebbie Rhodes, and Sardar Zuberi attended in person on behalf of the Information and Records Services Division and the Office of Information Services (OIS).

Representatives from the following organizations used the telephone bridge to participate in the meeting: Bechtel, the New York State Attorney General's office, Nuclear Energy Institute, Progress Energy, STARS Regulatory Affairs, and Westinghouse. Jana Kruger of NRC/OIS also participated by phone.

Minutes for the Agencywide Documents Access and Management System (ADAMS) User Group (AUG) meetings are available for review on the NRC AUG Web page, which is linked from the ADAMS Web page.

2. Member Issues and Questions (2:05–2:10 p.m.)

Two updates have been made to the new version of Web-based ADAMS (WBA) in response to change requests from ADAMS users. One provides a link to the "parent" document in a package from the "child" documents' Document Properties Parent Document tab.

The other change now offers the option to display the Microform Addresses column in the results in the Public Legacy Library.

There has also been a display issue in the Web version of ADAMS in which the documents in a package have not been displayed in the appropriate order in which they were published. The NRC is working to correct this.

At the meeting, it was announced that on Friday night, May 11, 2012, the WBA system would be temporarily taken down and the changes would be available by Saturday morning.

3. System Enhancements (2:10–2:15 p.m.)

Any suggestions sent to the Public Documents Room (PDR) staff for changes in WBA are passed along to the developers. They determine the cost and time needed to implement the changes. The NRC relies on an iterative process to make WBA user-friendly and transparent.

4. New Business or Questions (2:15–2:45 p.m.)

Q1: In a proceeding we are involved in, there is a reference to a 2001 document with an ML Accession No. that is no longer publicly available. Can you check on this document?

A1: Yes, please send the Accession No. to PDR staff members and they will check with program staff to track it down. We can find out the history of the document.

Q2: I am so much happier with ADAMS than I was in the past. Is there a way to customize our display options? I always choose 500 for displaying the search results. I mostly use the daily folders.

A2: The default setting is 20 documents, but no, we don't have the option to customize the settings. We'll have to do some analysis on this, but we may be able to reset the default for just the daily folders.

Q3: In the old Bibliographic Retrieval System, I did docket searches. Is there a way of sorting by docket in the daily folders? I am searching for responses to Fukushima orders from different plants.

A3: We can't technically sort multivalue fields, only single-value fields. The docket field is a multivalue field because a document can have more than one docket number. This is common among many databases. You can export the search results into an Excel spreadsheet, and then you can sort them however you wish.

Another option is to use the Advanced Search feature and limit your searches by docket number. However, exporting the search results to an Excel spreadsheet might be the best option.

Q4: Was there a short hiatus in being able to search WBA content?

A4: The search feature was never actually taken away. When we combined the metadata search with a content search, there were more problems. We heard from users about this, and so we put this feature back. We are trying to make sure the crawler works correctly in searching.

Q5: When you roll out the new version, can you put out an ADAMS User Group notice on the significant changes?

A5: The main changes are the link to a parent document in a package, the re-order of the display of package documents, and the ability to display the microform address in the results columns. The [ADAMS system notice](#) will describe the changes in the new release.

Q6: The NRC has a lot of nonpublic documents. Could they be made public after a few years? How many staff members are available to review documents?

A6: There is a requirement to review documents every 7 years for SUNSI (sensitive unclassified nonsafeguards information). ADAMS does have the capability now to identify documents for review and notify the program offices about their documents. However, not every SUNSI category will be reviewed. To comply with an executive order, the Federal Government now is studying ways to decontrol sensitive documents after a time; however, there has been no ruling on this yet. There is a controlled unclassified information program within the government to discuss procedures for reviewing and releasing documents.

Q7: How many NRC documents are available for review?

A7: The ADAMS Support Center can run a log of the documents available for review. Many documents will be reviewed in 2014 or 2015. It is a large undertaking. The staff of the program offices will review them.

Anna McGowan thanked everyone for their participation in the meeting. The next ADAMS User Group meeting will be held in late October or early November 2012.

The meeting minutes for today's meeting will be posted in ADAMS and on the ADAMS User Group page.

5. Adjournment (2:45 p.m.)