



# Conference of Radiation Control Program Directors, Inc.

PHL  
KXS  
CRCPD file

Office of Executive Director ♦ 205 Capital Avenue ♦ Frankfort, KY 40601  
Phone: 502/227-4543 ♦ Fax: 502/227-7862 ♦ Web Site: www.crcpd.org  
Central E-mail: staff@crcpd.org

## MEMORANDUM

**TO:** Board of Directors (State & Federal)  
**FROM:** Sue Smith, Administrative Assistant *Sue*  
**RE:** Board of Director Meeting minutes addendum  
**DATE:** October 20, 2000

### Board of Directors

#### Chairperson

Paul S. Schmidt  
Wisconsin

#### Chairperson-Elect

Paul J. Merges, Ph.D.  
New York

#### Past Chairperson

Robert M. Hallisey  
Massachusetts

#### Treasurer

James L. McNeese  
Alabama

#### Members-at-Large

Gary L. Robertson  
Washington

Julia A. Schmitt  
Nebraska

Russell S. Takata  
Hawaii

### Office of Executive Director

Executive Director  
Charles M. Hardin  
Kentucky

Deputy Director  
Patricia C. Gorman  
Kentucky

Attached is an addendum to the minutes of the Board of Directors meetings for May 10-11, 2000. Please place this addendum with the minutes that were mailed to you on August 15, 2000. Please review this addendum and provide your comments via T-Mail or directly. If you have any amendments, please provide them to me and I will correct them.

Should you have any questions, please give me a call or leave me a T-Mail/E-Mail message.

\ss

### Attachment

cc: Chuck Hardin  
Judy Woolums  
Terry Devine  
Lin Carigan  
Curt Hopkins  
Bruce Hirschler  
Pat Gorman  
Otha Linton  
Charles Showalter

OSP  
OCT 21 10 08 AM '00  
00-OCT-32 AM 8:58

**ADDENDUM**  
**CONFERENCE OF RADIATION CONTROL PROGRAM DIRECTORS, INC.**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**May 10 - 11, 2000**  
**Hyatt Regency Hotel Tampa**  
**Garrison Suites and Regency 1 Ballroom**  
**Tampa, Florida**

This addendum is relative to the discussion that was held with Bruce Hirschler, OED, and the Board relative to the OED's Network System and status of the Members Only section of the CRCPD's web site.

Bruce Hirschler, OED, provided the Board with an overview of the OED's internet service. Mr. Hirschler commented that the current internet provider only allows one individual access at a time and therefore it has become necessary to network the OED computers, which should be operational by the end of the annual meeting.

Mr. Hirschler also provided a status report on the "Members Only" section of the CRCPD web site, noting that 90 associate members and 25 voting members have registered to gain access to "Members Only" section. Since the "Members Only" section was a secure method for communicating with other CRCPD members, Mr. Hirschler wondered if the "Members Only" section was feasible to continue. Mr. Hirschler requested suggestions for other mechanisms to gain more members.

Pat Gorman, Deputy Director, pointed out that only allowing voting and associate members access to the "Members Only" section was sending out a negative perception to other CRCPD members and recommended changing the name.

Paul Lohaus (NRC) provided a brief overview of the Radrap server and suggested establishing a single server that would service CRCPD and OAS. He also offered another option of having two separate systems; maintain the OAS system and establish a separate CRCPD system.

Following further discussion, it was suggested that a small ad hoc committee be formed to assess the CRCPD web site/Members Only section. Paul Lohaus offered the assistance of Jim Myers from NRC and Steve Collins offered Kathy Allen from Illinois. Both of these individuals are very experienced with the Radrap system.



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## MEMORANDUM

TO: CRCPD Voting Members

FROM: Sue Smith, Administrative Assistant *Sue*

RE: Minutes from the Business Meetings in May 2000

DATE: October 20, 2000

### Board of Directors

#### *Chairperson*

Paul S. Schmidt  
*Wisconsin*

#### *Chairperson-Elect*

Paul J. Merges, Ph.D.  
*New York*

#### *Past Chairperson*

Robert M. Hallisey  
*Massachusetts*

#### *Treasurer*

James L. McNees  
*Alabama*

#### *Members-at-Large*

Gary L. Robertson  
*Washington*

Julia A. Schmitt  
*Nebraska*

Russell S. Takata  
*Hawaii*

### Office of Executive Director

*Executive Director*  
Charles M. Hardin  
*Kentucky*

*Deputy Director*  
Patricia C. Gorman  
*Kentucky*

Attached are the minutes from the three business meetings held in Tampa, Florida on May 13, May 15, and May 17, 2000.

Please review these minutes and be prepared to vote on them at the annual meeting business session on Saturday, April 28, 2001 in Anchorage, Alaska. If you have any amendments, please provide them to me and I will correct them.

### Attachments

cc: Board Members  
Chuck Hardin  
Lin Carigan/Curt Hopkins  
Terry Devine/Judy Woolums  
Bruce Hirschler  
Pat Gorman  
Otha Linton

OSP  
00 NOV 1  
00 OCT 31 AM 8:59

**CONFERENCE OF RADIATION CONTROL PROGRAM DIRECTORS, INC.  
 ANNUAL BUSINESS MEETING - SESSION I  
 REGENCY BALLROOM # 1  
 HYATT REGENCY HOTEL  
 TAMPA, FLORIDA  
 SATURDAY, MAY 13, 2000**

**OPENING**

- 1. Call to order ..... Hallisey**

Chairman Hallisey called the meeting to order and welcomed everyone in attendance.

- 2. Roll call ..... Smith**

A roll call was taken and the following Voting Members and/or their proxies were presented:

Alabama	Kirksey Whatley
Alaska	Clyde Pearce
Arizona	Aubrey Godwin
Arkansas	Jared Thompson (Proxy)
California	Deborah Pellegrini (Proxy)
Colorado	Jake Jacobi
Connecticut	Michael Firsick (Proxy)
Delaware	Not Present
Dist. of Columbia	Norma Stewart
Florida	William Passetti
Georgia	Steve Collins (Proxy)
Hawaii	Russell Takata
Idaho	Not Present
Illinois	Paul Eastvold
Indiana	John Ruyack
Iowa	Donald Flater
Kansas	Not Present
Kentucky	John Volpe
Louisiana	Ronnie Wascom
Maine	Jay Hyland
Maryland	Roland Fletcher
Massachusetts	Robert Hallisey
Michigan	Bruce Matkovich (Proxy)
Minnesota	Susan McClanahan
Mississippi	Robert Goff
Missouri	Gary McNutt

**ANNUAL BUSINESS MEETING - SESSION I (Continued)**  
**May 13, 2000**

**ROLL CALL (Cont'd)**

Nebraska	Cheryl Rogers (Proxy)
Nevada	Stan Marshall
New Hampshire	Diane Tefft
New Jersey	Jill Lipoti
New Mexico	William Floyd
New York	Maryanne Harvey (Proxy)
North Carolina	Richard "Mel" Fry
North Dakota	Warren Freier (Proxy)
Ohio	Robert Owen (Proxy)
Oklahoma	Mike Broderick
Oregon	Ray Paris
Pennsylvania	David Allard
Puerto Rico	Vacant, therefore no Voting Member present
Rhode Island	Jack Ferruolo (Proxy)
South Carolina	Pearce O'Kelley
South Dakota	Donald Norton (Proxy)
Tennessee	Eddie Nanney
Texas	Richard Ratliff (Proxy)
Utah	William Sinclair
Vermont	Paul Clemons
Virginia	Leslie Foldesi
Washington	John Erickson
West Virginia	Not Present
Wisconsin	Paul Schmidt

**3. Introduction of newly elected officers . . . . . Hallisey**

Chairman Hallisey introduced the newly elected Board members: Paul Merges (NY), Chairperson-Elect and Russell Takata (HI), Member-at-Large. Chairman Hallisey stated that Paul Schmidt, the incoming Chairperson, appointed Mr. Takata to chair the Environmental Nuclear Council (ENC) to replace Cindy Cardwell, the outgoing ENC chairperson.

**4. Introduction of Board Members/How to communicate with the Board . . Hallisey**

As part of the Board's process to reach out to the membership and to have the membership interact with the Board, Chairman Hallisey introduced the other Board Members as follows:

- Paul Schmidt (WI), Chair-Elect
- Steve Collins (IL), Past Chairperson
- Jim McNees (AL), Treasurer
- Cindy Cardwell (TX), Member-at-Large and Environmental Nuclear Council Chairperson

Julia Schmitt (NE), Member-at-Large and Healing Arts Council Chairperson  
Gary Robertson (WA), Member-at-Large and the General Council Chairperson

**5. Introduction of New Voting Members/Proxies . . . . . Hallisey**

Chairman Hallisey introduced the following new voting members and first time proxies:

Mike Firsick, Connecticut  
Debbie Pellegrini, California  
Bruce Matkovich, Michigan

**a. Assignment of mentors for this year's meeting . . . . . Hallisey**

Chairman Hallisey informed the membership of a new program that the Board implemented called "mentoring" and requested volunteers to mentor the first time proxies at this meeting. The mentor's responsibility is to inform the first time proxies about CRCPD, the annual meeting, and be available to answer any questions.

Cheryl Rogers (NE) volunteered to mentor Debbie Pellegrini (CA), Paul Schmidt (WI) volunteered to mentor Bruce Matkovich (MI), and Jay Hyland (ME) volunteered to mentor Mike Firsick (CT).

In light of the new mentoring program, Chairman Hallisey pointed out that the Board wants CRCPD members to communicate with them.

**6. Agenda Changes . . . . . Hallisey**

There were no agenda changes.

**OLD BUSINESS**

**7. None**

**NEW BUSINESS**

**8. Approval of 99 business minutes (May 8, 10, 12, 1999 and November 13, 1999 - mailed) . . . . . Hallisey**

**Roland Fletcher (MD) moved to approve the 99 business minutes. The motion was seconded and passed.**

**9. Approval of financial report (handout) . . . . . McNees**

Jim McNees, Treasurer, presented the Treasurer's Report as of January 31, 2000. In order to provide the membership with more detailed information relative to the budget, Mr. McNees presented information in the form of a slide presentation. Total assets as of January 31, 2000 were \$391,222.02 with a negative total liability of \$102,709.35 for a

total equity of \$493,931.37. (See attachment for a copy of the Financial Report as of January 31, 2000 and the slide presentation).

Pearce O'Kelley (SC) requested that Mr. McNees provide detailed information relative to expenditures such as committee activities, OED rental, and OED salaries. It was noted that salaries could be provided as a total for the OED, but not on an individual basis.

**Mr. McNees agreed to incorporate the CRCPD expenditures into his Treasurer's Report for next year.**

**Paul Clemons (VT) moved to accept the Treasurer's Report as presented. The motion was seconded and passed.**

**a. "Heads up" regarding change to 2001 Agency category scale (handout)**  
..... **Hallisey**

As a result of CRCPD losing \$4,400.00 in membership fees trying to be responsive to a request to adjust dues for smaller radiation control programs, Chairman Hallisey informed the membership that the 2001 Agency category will revert back to the old system that was used in 1997. In order for states to include these fees in next year's budget Mr. Hallisey quoted the new Agency category fees for 2001 as follows:

1-10	\$ 750
11-25	\$1,750
26-50	\$3,000
51-75	\$4,500
76-100	\$6,000
101+	\$7,500

**10. Proposed amendment to the CRCPD Bylaws Re: Article IX - Dues, Section 2**  
*(e-mailed March 15, 2000/handout)* ..... **Hallisey/Gorman**

Chairman Hallisey proposed amending the CRCPD *Bylaws, Article IX - Dues, Section 2*, to change the due date for annual dues to March 1 rather than the end of the annual meeting. Chairman Hallisey requested a motion in order for the membership to vote on this issue.

**Paul Clemons (VT) moved to accept the recommendation of the Bylaws changes. The motion was seconded and a vote taken. The motion passed.**

**11. Analysis of first time voting on election of officers by associate members**  
..... **Hallisey**

Chairman Hallisey provided a brief summary of the first time voting on election of officers by associate members. He reported that out of 604 ballots mailed to potential voters, 248 votes were cast; out of 52 eligible Voting Members ballots mailed, only 36 Voting Members cast their vote; and out the 552 eligible Associate Members ballots

mailed only 212 cast votes. The total overall percentage of Voting/Associate members voting was 41%.

Chairman Hallisey encouraged the membership to cast their vote in the next election and to think of ways on how to increase the overall percentage. Chairman Hallisey also encouraged mentoring of new CRCPD members in the states. He noted that the Board is considering a new award called mentoring for state programs.

**12. Brief introduction on S-2 Proposed Strategic Plan (e-mailed April 17/handout) . . . Tefft**

Diane Tefft, Chairperson, S-2 Task Force on CRCPD Strategic Planning, provided a brief introduction of the S-2 proposed draft strategic plan. A handout of goals and objectives was provided. Ms. Tefft provided background information relating to how these goals and objectives were established. It was noted that these goals and objectives are a map and a plan for CRCPD's future. Ms. Tefft also informed the members that they would be required to vote on the goals and objectives at the Wednesday, May 17, 2000 Business Meeting.

**13. S-5 Ad Hoc Committee on States' Role in National Materials Regulation Development . . . . . C. Cardwell**

Cindy Cardwell, Chairperson of the S-5 Ad Hoc Committee on States' Role in National Regulation Development, provided background information relative to the creation of this ad hoc committee. S-5 was created due to the number of Agreement States materials licenses increasing; 2) and the NRC's materials licenses decreasing. Other members of S-5 are Bob Walker (MA), David Minnaar (MI), Elizabeth Drinnon (GA), and Dan McGhee (IA). A summary of charges was provided as follows:

1. To identify current and future regulation development issues that are associated with the fact that the Agreement States have more material licenses than does NRC.
2. To inform the membership on these issues and to solicit input from all of the membership on the issues.
3. To evaluate them all and to make recommendations to the CRCPD Board.
4. To coordinate our efforts with the NRC's National Materials Program Working Group.

**14. NRC National Materials Program . . . . . C. Cardwell**

Cindy Cardwell (TX) notified the membership of the NRC National Materials Program Working Group that was formed at the direction of the NRC Commission in order to provide the Commission with options for maintaining infrastructure of supporting regulations, guidance and other program elements that are needed for a nationwide materials program. The working group consists of CRCPD members in state governments, OAS members, and NRC employees (headquarters and NRC regional representatives).

The mission of this working group is to develop options for the NRC Commission's consideration relative to creating a National Materials Program. This program is to:

- a. create a true partnership with NRC and the states, that will ensure protection of public health safety and the environment, while optimizing resources of federal, state, and professional industry organizations, accounting for individual agency's needs and abilities;
- b. promote consistent exchange of information; and
- c. harmonize regulatory approaches, while recognizing state and federal needs for flexibility.

**15. Introduction/discussion of resolution(s) . . . . . Hallisey  
Resolution in support of efforts to reduce medical errors (handout) . . Lipoti**

Jill Lipoti (NJ) recommended the attached resolution relating to support of efforts to reduce medical errors. Dr. Lipoti commented that this resolution was written relative to the National Academy of Sciences Institute of Medicine (IOM) report entitled "To Error is Human Building a Safer Health System."

The IOM report recommended a comprehensive approach to improve patient safety and set a goal to reduce medical errors by 50% within five years. The IOM recommendations called for action on the part of the states in terms of mandatory reporting, voluntary report, and data analysis, because they want to learn about the errors, evaluate the causes, and take appropriate action to improve performance; regulators require health care organizations to implement meaningful patient safety programs with defined executive responsibilities; health professional licensing boards requirement of periodic re-examination and re-licensing to demonstrate competence and knowledge of safety practices; establishment of the Center for Patient Safety, which would collaborate with other professional societies and disciplines in a national summit on patient safety.

**Resolution to be further discussed at the Monday, May 15, 2000 Business Meeting.**

**INFORMATION ONLY**

Chairman Hallisey announced that the Board has approved Ohio as a licensing state for product review only.

**Members Forum report:**

Deferred to Monday, May 15, 2000 Business Meeting.

**Registration fees for Anchorage, Alaska meeting:**

For state budgeting purposes, Chairman Hallisey called the membership's attention to the increase in registration fees that was noted at the bottom of the agenda relative to the Anchorage, Alaska meeting. The increase to \$400-\$500 is due to the higher cost of the entire meeting.

**Need to expand dates for future selection of annual meeting location/facilities:**

Chairman Hallisey advised the membership on a revised policy relative to expansion of future annual meeting dates which states: That the dates be expanded from mid-April through the end of June with the understanding that the preferable dates are still in May avoiding Easter, Mothers Day and Memorial weekends, and that the states/OED will only consider June if it is proven to be financially advantageous to CRCPD and allows OED more negotiating power with facilities.

Chairman Hallisey noted that this policy would allow OED more negotiating power in obtaining the best facilities at the best prices while giving other states more opportunity to submit a bid.

**MEETING RECESSED!**

**CRCPD BUSINESS MEETING**  
**Tentative Agenda**  
**Hyatt Regency Tampa, Tampa, Florida**  
**Session 1 - Saturday, May 13th**  
**4:30 PM - 5:30 PM**  
**Regency I**

**OPENING**

- 1. Call to order ..... Hallisey
- 2. Roll call ..... Smith
- 3. Introduction of newly elected officers ..... Hallisey
- 4. Introduction of Board Members/How to communicate with the Board ..... Hallisey
- 5. Introduction of New Voting Members/Proxies ..... Hallisey
  - a. Assignment of mentors for this year's meeting ..... Hallisey
- 6. Agenda changes ..... Hallisey

**OLD BUSINESS**

- 7. None

**NEW BUSINESS**

- 8. Approval of 99 business minutes (*May 8, 10, 12, 1999 and November 13, 1999 - mailed*) ..... Hallisey
- 9. Approval of financial report (*handout*) ..... McNees
  - a. "Heads up" regarding change to 2001 Agency category scale (*handout*) ..... Hallisey
- 10. Proposed amendment to the CRCPD Bylaws Re: *Article IX- Dues, Section 2*  
*(e-mailed March 15, 2000/handout)* ..... Hallisey/Gorman
- 11. Analysis of first time voting on election of officers by associate members ..... Hallisey
- 12. Brief introduction of S-2 Proposed Strategic Plan (*e-mailed April 17/handout*) ..... Tefft
- 13. S-5 Ad Hoc Committee on States' Role in National Materials  
 Regulation Development ..... C. Cardwell
- 14. NRC National Materials Program ..... C. Cardwell
- 15. Introduction/discussion of resolution(s) ..... Hallisey
  - Resolution in support of efforts to reduce medical errors (*handout*) ..... Lipoti

**Information Only**

- A. Future Annual Meeting Locations/Dates/Facilities:
  - 2001— Anchorage, Alaska, April 29 - May 2, 2001
    - **SPECIAL NOTE:** Registration fees will increase to \$400-500
  - 2002— Middleton (Madison), Wisconsin, May 5-8, 2002, Marriott Madison West
  - 2003— Anaheim, California, May 4-7, 2003, Hyatt Regency Alicante
  - 2004— Minneapolis, Minnesota, May 23-26, 2004, Radisson Hotel South and Plaza Towers
  - 2005— Bids open till December 31, 2000
- B. Need to expand dates for future selection of annual meeting location/facilities

**Session 2 - Monday, May 15, 2000**  
**5:30 PM - 6:30 PM**  
**Buccaneer Suites**

1. Call to order ..... Hallisey
2. Roll call ..... Smith
3. Discuss and amend proposed resolution(s) (*handout*) ..... Hallisey
  - Resolution in support of efforts to reduce medical errors (*handout*) ..... Lipoti
4. Report from Saturday's Members Forum ..... P. Schmidt
5. FRMAC Proposal/State Assistance Requested (*handout*) ..... Fraass/Hardin
6. Radiation survey techniques used in screening the public for contamination during a nuclear power plant emergency ..... Allard
7. Update on the following: ..... Hirschler
  - a. Ad Hoc Committee to review CRCPD web site/Members Only
  - b. Brief overview of new OED network capabilities
8. Status of DOE Exemption Survey ..... Hardin
9. Update on May 9<sup>th</sup> NRC briefing re: release of solids ..... Collins

**Recap of Session 1 Action Items:**

**Session 3 - Wednesday, May 17, 2000**  
**5:15 PM - 6:15 PM**  
**Regency I**

**OPENING**

1. Call to order ..... Hallisey
2. Roll call ..... Smith
3. Action on proposed resolution(s) (*handouts*) ..... Hallisey
  - Resolution in support of efforts to reduce medical errors (*handout*) ..... Lipoti
4. Action on *S-2 Proposed Strategic Plan* goals and objectives ..... Hallisey/Tefft
5. Closing ceremonies & recognition of outgoing board members ..... Hallisey/Schmidt

**Recap of Session 2 Action Items:**

*NOTE: If you plan to introduce an amendment to a resolution or an amendment to an amendment from the floor, please have 100 copies ready for distribution to the state members and head table. Copies can be produced in the CRCPD office (Esplanade 1).*

**CONFERENCE OF RADIATION CONTROL  
PROGRAM DIRECTORS, INC.**

**Treasurer's Report as of January 31, 2000  
Jim McNees**

**Presented at the May 2000 Annual Meeting**

**A. ASSETS**

Cash in Bank & Certificate of Deposits	\$288,306.43	
Grants & Advance Receivables	31,630.79	
Equipment	49,367.29	
Unrecovered Indirect Cost	21,805.01	
Prepaid Expenses	<u>112.50</u>	
<b>TOTAL ASSETS</b>		<b><u>\$391,222.02</u></b>

**B. LIABILITIES**

Accounts	\$0.00	
Taxes Payable	\$7,635.38	
Grants Payable	(129,025.74)	
Unrecognized Interest (EPA & FDA)	253.42	
Equipment Recallable	<u>18,427.59</u>	
<b>TOTAL LIABILITIES</b>		<b><u>(\$102,709.35)</u></b>

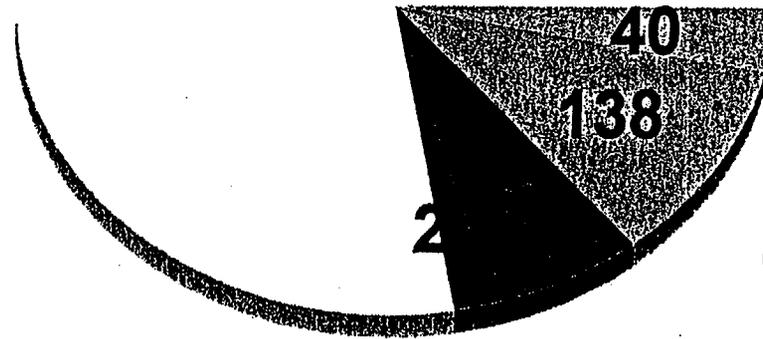
**C. EQUITY** **\$493,931.37**

# CRCPD BUDGET ALLOCATIONS

2000 Budget in Thousands - TOTAL \$1,293.2

**Umbrella**  
78.1%

1010



**ACR**  
3.1%

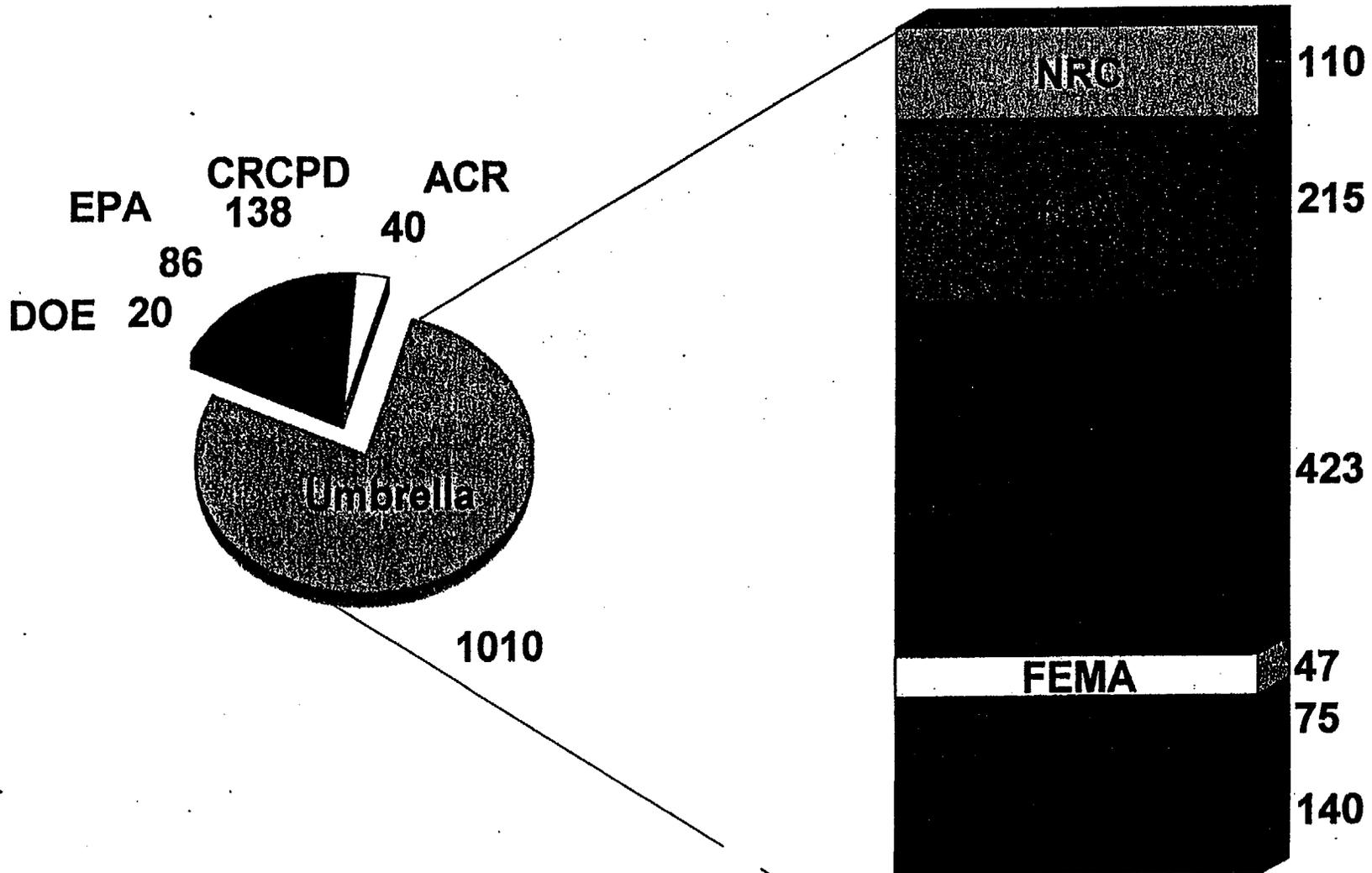
**CRCPD**  
10.7%

**EPA**

**DOE** 6.6%  
1.5%

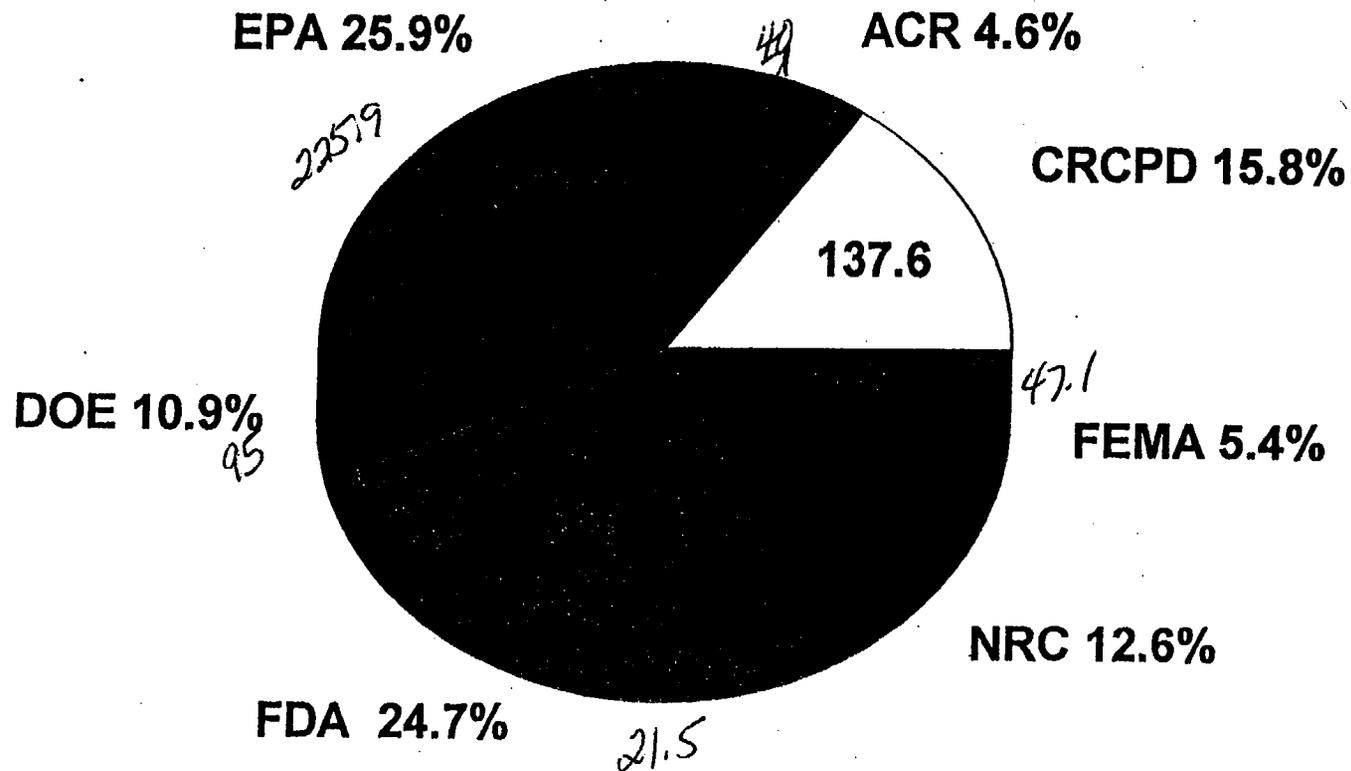
# FEDERAL FUNDING OF UMBRELLA GRANT

2000 BUDGET IN THOUSANDS \$1009.7



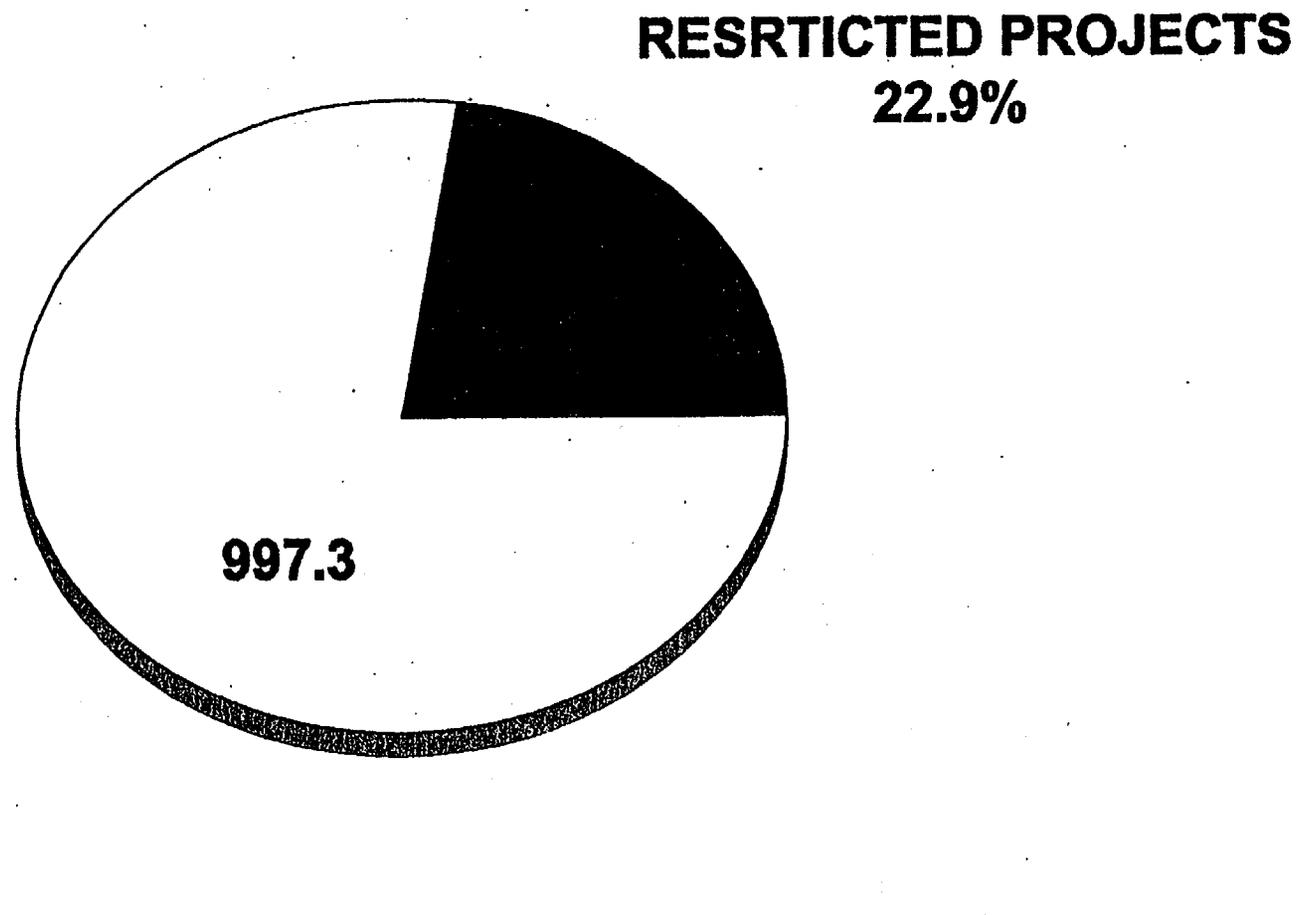
# BUDGET YEAR 2000 NEW MONIES

## TOTAL \$870.6 THOUSAND



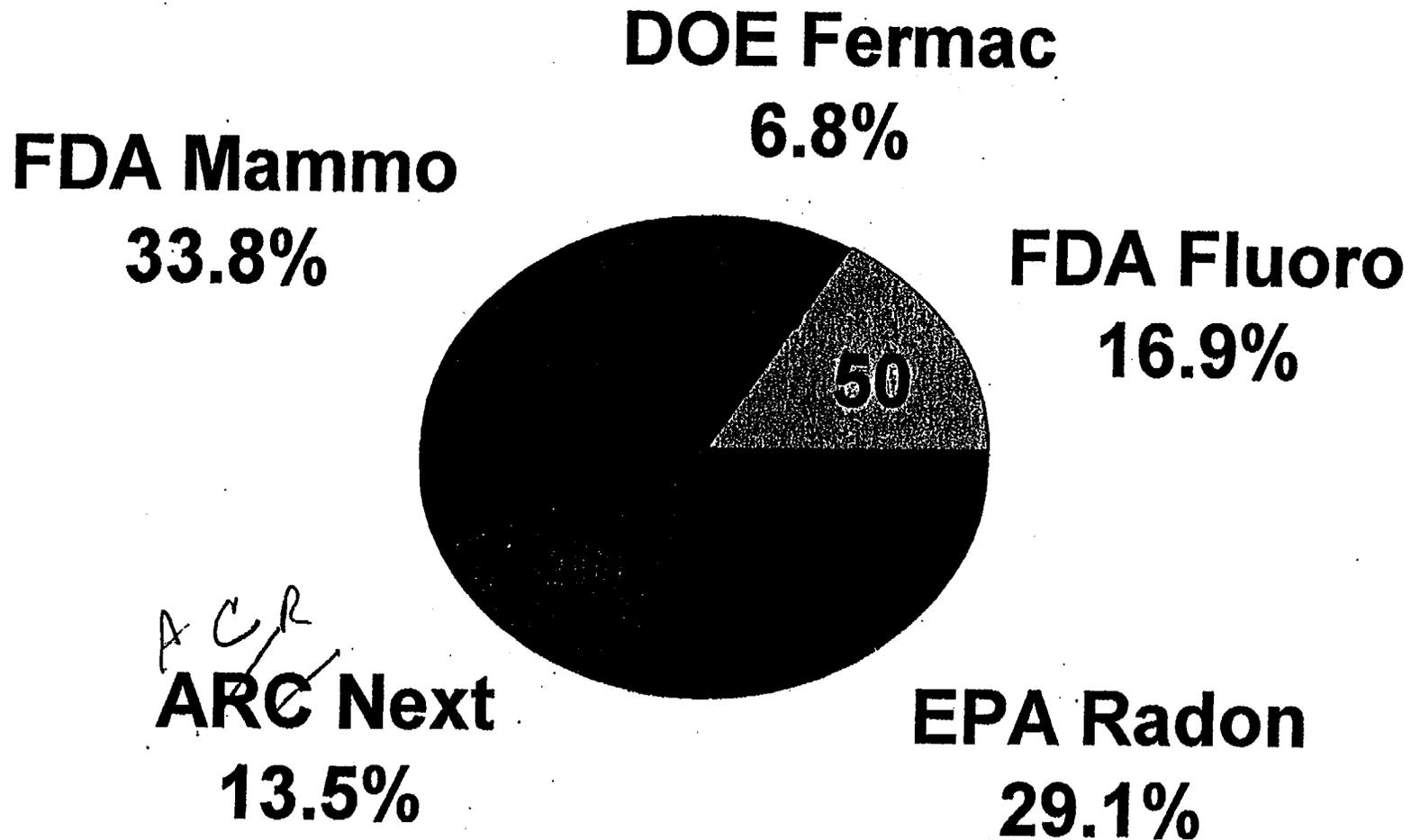
# CRCPD FUND DISTRIBUTION

for 2000 Budget in Thousands \$1293.2



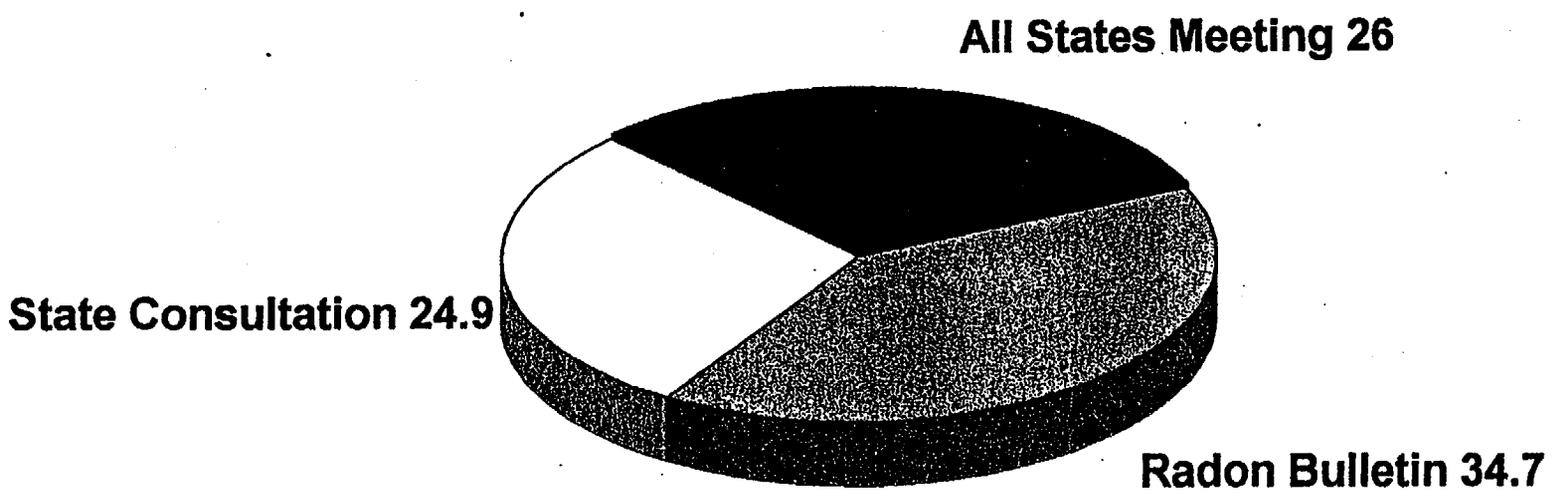
# RESTRICTED PROJECTS BY AGENCY

2000 Budget in Thousands \$295.9

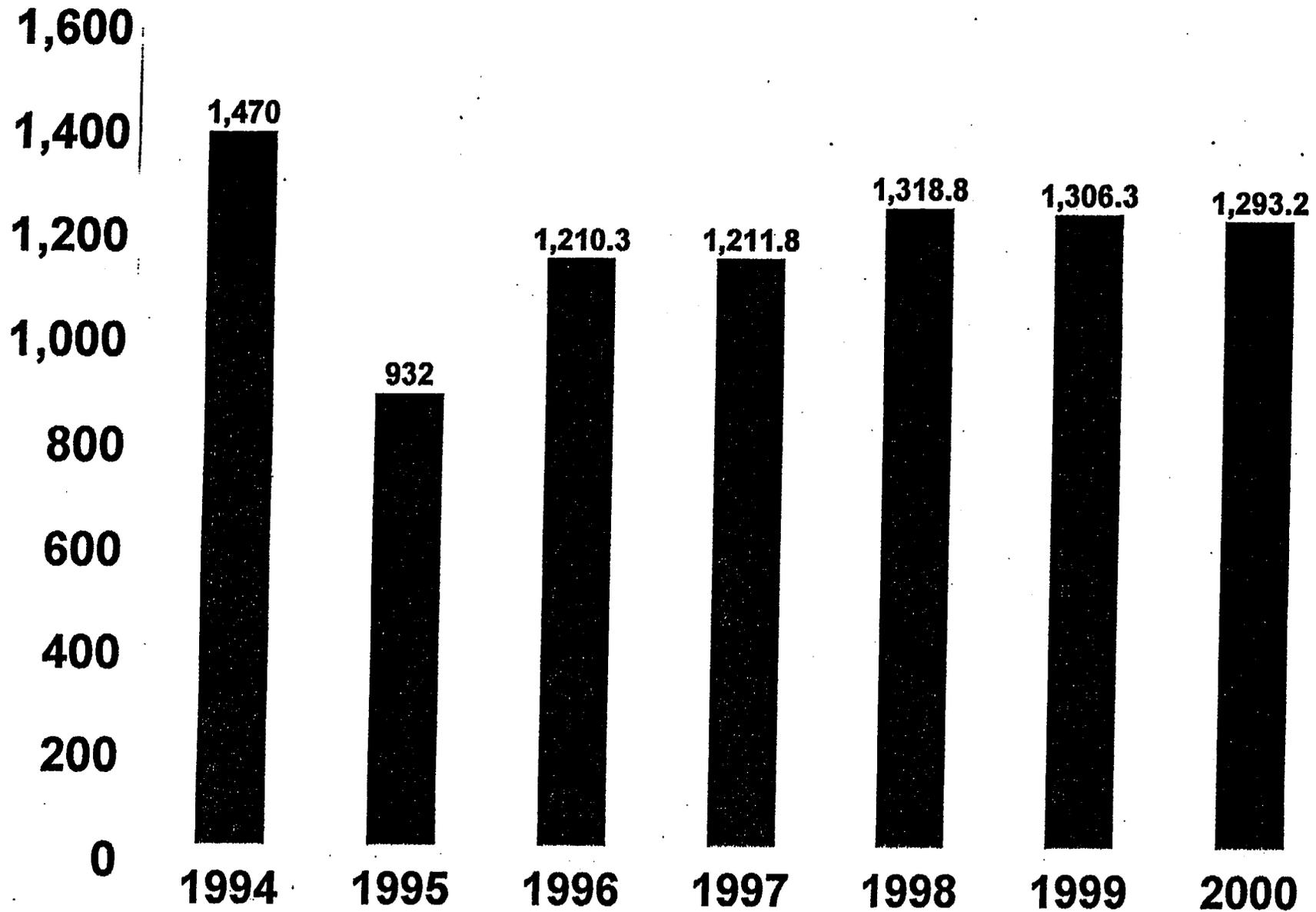


# COMPONENTS OF RADON PROJECT

2000 Budget in Thousands

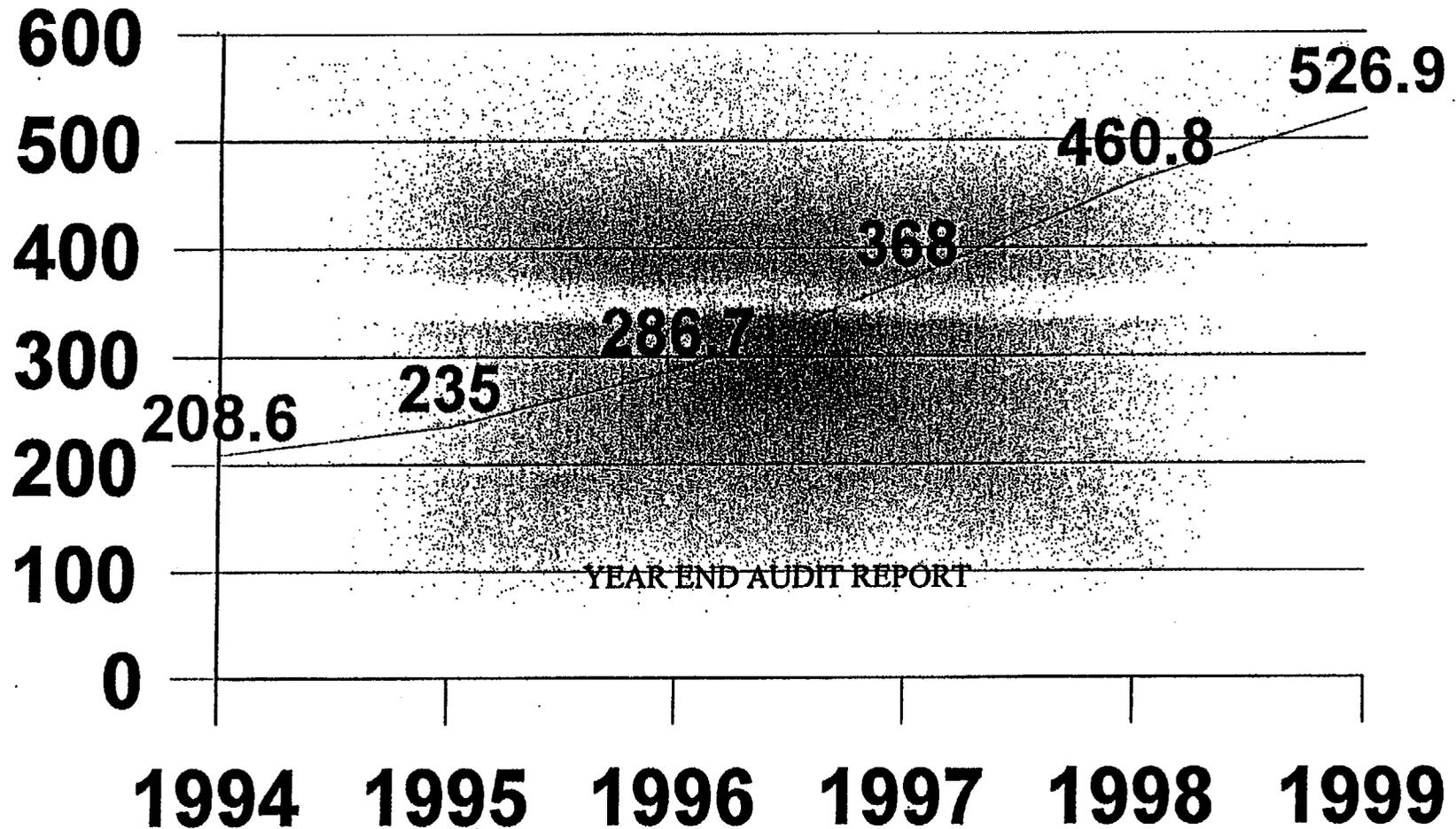


# CRCPD BUDGET OVER LAST SEVEN YEARS



# MEMBERSHIP EQUITY

IN THOUSANDS OF DOLLARS



## RECOMMENDATION FOR A BYLAWS CHANGE

*Approved by the Board of Directors 11/99*

**Issue:** OED would like to see the cutoff date for payment of dues changed from “the end of the annual meeting” to a more reasonable date, i.e. March 1.

### **Proposed Change:**

#### Article IX - Dues

Section 2. Members of any class who have not paid their dues prior to **March 1** [the end of the Annual Meeting] shall be stricken from the membership list of the CRCPD.

### **Rationale:**

- With the current OED policy, when an individual applies for or becomes a member in October or later in the current year, their membership is extended through the following year. If that member chooses “not to renew” their membership with CRCPD, their membership is good for 20 months (i.e. October - December 1999, January - December 2000, and January - May 2001).
- Possibly could save funding of a member/working group member/speaker to the annual meeting who didn't have plans on renewing his/her membership -- at least this way, if he/she wished to receive support, they would have to have their dues paid first in order to be supported. (Lin said that only a few pay their dues at the annual meeting so we wouldn't be losing much of a service to members.)
- Would save money on sending the April issue of the *Newsbrief*.
- If a state is paying for an agency membership or a group of individuals, and despite their efforts to get the paperwork processed/check issued prior to the cutoff date, the OED would make every effort within reason to accommodate the state — provided the state contacts OED prior to the cutoff date regarding the situation.
- Members would still continue to receive two notices that their dues are due.

### **How do we see this working?**

- The Board would have to approve the dues rates at the May Board meeting rather than at the fall meeting.
- Notice would appear in the October *Newsbrief*. (Lin would then send out the dues preference forms to the states to determine how to submit the invoices, i.e. agency, group, agency/group etc.
- First Dues Notice Mailed in the month of December.
- Second Dues Notice Mailed February 1.
- March -- Members who had not paid their dues would be removed and notices sent. We would try one last ditch effort at trying to get them to rejoin CRCPD. (Note: Lin goes the extra mile to try and retain members.)

# CRCPD Draft Strategic Plan

## GOALS & OBJECTIVES

Attachment IV

### GOAL #1 PRODUCE RADIATION PROTECTION SOLUTIONS THAT MEET COMMUNITY NEEDS.

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- Objective #1 Determine Membership Needs
- Objective #2 Review Working Groups' Activities Annually
- Objective #3 Be Proactive in Handling New Issues
- Objective #4 Promote Standardization
- Objective #5 Expand Development of CRCPD Guidance Documents

### GOAL #2 ASSIST STATES WITH IMPROVING TOOLS

- Objective #1 Develop a Mechanism to Gather Information Requested by Member States
- Objective #2 Act as a Clearinghouse for All States/Members

### GOAL #3 PROMOTE AN ACTIVE, ENERGIZED MEMBERSHIP

- Objective #1 Provide More Benefits for CRCPD Members
- Objective #2 Promote Opportunities for Participation in Committee Activities
- Objective #3 Provide Training Opportunities for CRCPD Members
- Objective #4 Increase Communication Among Members

### GOAL #4 ASSURE SOUND FISCAL AND ORGANIZATIONAL MANAGEMENT OF CRCPD.

- Objective #1 Maintain A Sound Fiscal Plan
- Objective #2 Assure Effective Management of CRCPD
- Objective #3 Assure CRCPD Activities are in Line with the Strategic Plan
- Objective #4 ~~Evaluate the Relationship Between the CRCPD and the Organization of Agreement States~~

### GOAL #5 ENHANCE PROFILE OF ORGANIZATION

- Objective #1 Assume a Leadership Role on Radiation Protection and Public Policy Issues
- Objective #2 Actively Liaison with Professional Organizations and Federal Agencies
- Objective #3 Advertise What We Have

April, 2000

A Resolution to support efforts to reduce medical errors

Whereas, the Institute of Medicine, National Academy of Sciences has studied data from Colorado, Utah, and New York and found that adverse events occurred in 2.9-3.7 percent of hospitalizations;

Whereas, the data from Colorado and Utah demonstrate that 6.6 percent of these adverse events led to death, and the data from New York hospitals demonstrated 13.6 percent led to death;

Whereas, in both studies, over half of the adverse events resulted from medical errors and could have been prevented;

Whereas, if extrapolated to the entire United States, the data suggest that between 44,000 and 98,000 Americans die each year as a result of medical errors;

Whereas, this data suggests that medical errors account for more deaths per year than motor vehicle accidents, breast cancer, or AIDS;

Whereas, the decentralized and fragmented nature of the health care delivery system contributes to unsafe conditions for patients;

Whereas, for the most part, consumers believe they are protected;

Whereas, the Institute of Medicine has recommended a comprehensive approach to improving patient safety with a goal to reduce medical errors by 50 percent in five years;

Whereas, the Institute of Medicine has recommended the establishment of a Center for Patient Safety be established to provide leadership, set priorities, monitor progress in achieving goals, direct resources to areas of need and bring visibility to important issues;

Whereas, the Institute of Medicine's recommendations call for actions on the part of states in terms of mandatory reporting, voluntary reporting, and data analysis to help to identify and learn from the errors, evaluate the causes, and take appropriate actions to improve performance;

Whereas, the Institute of Medicine has recommended that regulators require health care organizations to implement meaningful patient safety programs with defined executive responsibility;

Whereas, the Institute of Medicine has recommended that health professional licensing boards require periodic re-examinations and re-licensing to demonstrate competence and knowledge of safety practices;

Whereas, the Institute of Medicine has recommended that the Center for Patient Safety should collaborate with other professional societies and disciplines in a national summit on patient safety;

Whereas, the Conference of Radiation Control Program Directors have served as a focal point for comprehensive information about reducing radiation exposure to patients, workers, and the public for 32 years;

Whereas, the Conference of Radiation Control Program Directors has expertise in identifying errors, root causes, and corrective actions with regard to radiation exposure;

Whereas, the Suggested State Regulations for the Control of Radiation have been a model for states in the area of radiation protection in the medical setting;

Whereas, individual states have often emerged as leaders in establishing new programs to regulate or encourage radiation safety, and that the strength of the CRCPD has been in promoting the free exchange of information among the states, taking the best practices and putting them into the Suggested State Regulations;

Whereas, the Conference of Radiation Control Program Directors has supported credentialing of professionals to demonstrate knowledge and competence in radiation safety;

Whereas, the Conference of Radiation Control Program Directors has been a model of cooperation with federal agencies, professional societies, and licensing bodies;

Now, therefore, be it resolved, that the Conference of Radiation Control Program Directors express their support for the initiatives suggested by the Institute of Medicine and pledge our participation in a national summit on patient safety;

Be it further resolved, that the Conference of Radiation Control Program Directors fully cooperate in any effort to require meaningful patient safety programs, offering our expertise in writing regulations that are enforceable, understandable, do not interfere with medical practice, encourage continuous improvement at the facility, and enhance public confidence, protecting not only the patient, but the workers and the public as well.

**CONFERENCE OF RADIATION CONTROL PROGRAM DIRECTORS, INC.  
ANNUAL BUSINESS MEETING - SESSION II  
BUCCANEER SUITES  
HYATT REGENCY HOTEL  
TAMPA, FLORIDA  
MONDAY, MAY 15, 2000**

**OPENING**

- 1. Call to Order ..... Hallisey**

Chairman Hallisey called the meeting to order and welcomed those in attendance.

- 2. Roll call ..... Smith**

The following Voting Members and/or their proxies were present as noted during the roll call:

Alabama	Kirksey Whatley
Alaska	Clyde Pearce
Arizona	Aubrey Godwin
Arkansas	Jared Thompson (Proxy)
California	Deborah Pellegrini (Proxy)
Colorado	Jake Jacobi
Connecticut	Michael Firsick (Proxy)
Delaware	Not Present
Dist. of Columbia	Norma Stewart
Florida	William Passetti
Georgia	Tom Hill
Hawaii	Russell Takata
Idaho	David Eisentrager
Illinois	Paul Eastvold
Indiana	John Ruyack
Iowa	Donald Flater
Kansas	Ron Fraass (Proxy)
Kentucky	John Volpe
Louisiana	Ronnie Wascom
Maine	Jay Hyland
Maryland	Roland Fletcher
Massachusetts	Robert Hallisey
Michigan	Bruce Matkovich (Proxy)
Minnesota	Susan McClanahan
Mississippi	Robert Goff
Missouri	Gary McNutt

**ANNUAL BUSINESS MEETING - SESSION II (Continued)**  
**May 15, 2000**

**ROLL CALL (Cont'd)**

Nebraska	Cheryl Rogers (Proxy)
Nevada	Stan Marshall
New Hampshire	Diane Tefft
New Jersey	Jill Lipoti
New Mexico	William Floyd
New York	Maryanne Harvey (Proxy)
North Carolina	Richard "Mel" Fry
North Dakota	Warren Freier (Proxy)
Ohio	Robert Owen (Proxy)
Oklahoma	Mike Broderick
Oregon	Ray Paris
Pennsylvania	David Allard
Puerto Rico	Vacant, therefore no Voting Member present
Rhode Island	Jack Ferruolo (Proxy)
South Carolina	Pearce O'Kelley
South Dakota	Donald Norton (Proxy)
Tennessee	Eddie Nanney
Texas	Alice Rogers
Utah	William Sinclair
Vermont	Paul Clemons
Virginia	Leslie Foldesi
Washington	John Erickson
West Virginia	Not Present
Wisconsin	Paul Schmidt

**3. Discuss and amend proposed resolution . . . . . Hallisey**

Chairman Hallisey notified the membership that the Board met to discuss and make suggested amendments relative to the resolution in support of efforts to reduce medical errors. The Board's concerns were that many of the original "Whereases" may not have related directly to radiation issues and may not have contributed effectively to the point of the resolution. (Board amended resolution attached)

**• Resolution in support of efforts to reduce medical errors . . . . . Lipoti**

With Jill Lipoti (NJ) accepting the Board amended resolution, she requested any additional amendments. Dr. Lipoti stated that the Institute of Medicine has completed their study and made recommendations that will not be carried forward for implementation by IOM. It was suggested that the implementation be given to the Center for Patient Safety. Following discussion, Dr. Lipoti proposed the following additional amendment:

**Now, Therefore, Be It Resolved: That the Conference of Radiation Control Program Directors pledge our participation in the efforts**

**of the Center for Patient Safety as recommended by the IOM.**

In order to follow parliamentary procedures the following motion was made:

**Paul Clemons (VT) made a motion that we accept the Board of Directors amended resolution as presented. The motion was seconded and carried.**

**Aubrey Godwin (AZ) moved to amend the proposed resolution to add the #8 "Whereas" from the original proposal, which would be placed next to the last "Whereas" and read as follows: Whereas, the Institute of Medicine has recommended a comprehensive approach to improving patient safety with a goal to reduce medical errors by 50 percent in five years.**

**Mr. Godwin further amended the resolution by changing the Now Therefore, Be It Resolved to read: That the Conference of Radiation Control Program Directors express their support for the goals suggested by the Institute of Medicine and pledge our participation in the efforts of radiation patient safety.**

**The amendments were seconded and a vote was taken. The amendments passed.**

**Aubrey Godwin (AZ) moved that we table until the next business session. The motion was seconded and passed. This resolution was tabled until Wednesday, May 17, 2000, at that time a vote will be taken on the resolution.**

**4. Report from Saturday's Members Forum Group . . . . . Schmidt**

Paul Schmidt (WI), S-2 Liaison, provided a brief summary of each of the Members Forum Groups held on Saturday, May 13, 2000.

Group 1 - Future of Radiation Protection, facilitated by members of the Institute for Alternative Futures (IAF). This forum was a continuation of the 1999 annual meeting forum to help identify the most important radiation-related challenges and opportunities that may emerge over the next 25 years. This forum was designed to explore participant views about what is needed to prevent or mitigate future radiation-related problems and the role of government in meeting those needs. Forum participants identified and discussed issues related to five key sectors: energy, national security, legacy issues, medical and industrial/consumer. One issue identified as important by all groups for all sectors was the public right to know. Based on the results of this effort, the IAF will develop a Future on Radiation Protection Handbook that programs and groups can use in their own planning to help identify challenges, clarify needs and improving existing efforts.

Group 2 - Radiation Priorities, facilitated by Jake Jacobi (CO), Chairperson, G-44 Task Force on Radiation Priorities. This forum was designed to help Radiation Control Programs establish priorities within individual programs and with other state-level programs. This group found it extremely difficult to look at priorities that equally apply to all radiation control programs. The group concluded that rather than look at priorities across the board, it would be more useful if CRCPD could develop a process to help programs prioritize their own individual program elements.

Group 3 - Multimedia Mitigation, facilitated by Bill Bell (MA) and Bob Stilwell (ME). This forum was to explore the new EPA proposed radon in water standards and the multi-media mitigation option. EPA is sending a letter to state governors alerting them to the multi-media mitigation option, and the alternate minimum contamination levels in the standards, and the requirement for those states considering multi-media mitigation to send a letter of commitment within 90 days of final rule promulgation. The commitment letter allows for an 18 month extension on the effective date of the regulation.

**5. FRMAC Proposal/State Assistance Requested (*handout*) . . . . . Fraass/Hardin**

Ron Fraass, Chairperson, E-6 Committee on Emergency Response Planning, provided a summarized outline of information that would be needed in order for CRCPD to submit a proposal to DOE Federal Radiological Monitoring Assessment Center (FRMAC) relative to CRCPD establishing and maintaining a data base. The FRMAC proposal would include data from all fifty states relative to FRMAC locations, state procedures for requesting assistance, staffing, monitoring teams, protective action guides, laboratories, monitoring equipment, and training.

Discussion was held relative to why this information needed to be repeated, since this data has already been furnished to FEMA. It was concluded that FEMA has this data not DOE.

**It was the consensus of the membership that the FRMAC proposal be submitted to DOE. (*Editor's note: Status: Proposal was submitted but not funded as of 10/2000. FRMAC is interested in funding this project, but has had to put it on "hold"*).**

**6. Radiation survey techniques used in screening the public for contamination during a nuclear power plant emergency . . . . . Allard**

David Allard (PA) requested that states who have nuclear power plants complete a survey relating to radiation techniques used in screening the public for contamination during a nuclear power plant emergency. Mr. Allard noted that the survey is basically an approach to determine what sort of equipment is being used.

**7. Update on the following: ..... Hirschler**  
**a. Ad Hoc Committee to review CRCPD web site/Members only:**

Bruce Hirschler, Technical Staff (OED) provided the membership with a brief update relative to the "Members only" section of the CRCPD web site, noting that a total of 125 members have access to the "Members only" section and out of that 125 total, 25 are voting members.

The Board suggested creating an informal ad hoc group to explore options, such as restructuring, reorganizing, abolishing the "Members only" section, and possibly doing a list serve. This ad hoc group will consist of Bruce Hirschler (OED), Jim Myers (NRC), and Kathy Allen (IL). To determine the needs of the CRCPD members, the ad hoc group probably will send out a questionnaire to the states relative to the CRCPD web site.

**b. Brief overview of new OED network capabilities:**

Bruce Hirschler, Technical Staff (OED) informed the membership that the OED will soon be networked.

**8. Status of DOT Exemption Survey .....Hardin**

Charles Hardin, Executive Director, provided background on the DOT Exemption survey he conducted with the states relative to whether the states would spend \$300.00 a year to fund the DOT Exemptions Program. The survey resulted in only 54% of the states being able to support the program while the remaining 46% could not support or needed more information. As a result of the survey, it was concluded that there was not enough support to pursue this option any further.

Mr. Hardin informed the membership of three other options that might be pursued in order to gain support for the DOT Exemptions Program and they are as follows:

1. Make new efforts to get DOT to renew their funding.
2. Contact associations that represent the scrap metal industry as well as the waste industry. Look particularly at the steel manufacture association, American Iron and Steel Institute and the Institute of Scrap Recycling.
3. Board's recommendation to charge a process fee for exemptions issued.

**9. Update on May 9th NRC briefing re: release of solids ..... Collins**

Deferred to Wednesday, May 17, 2000 Business meeting.

**MEETING RECESSED!!**

**CRCPD BUSINESS MEETING**  
**Agenda**  
**Hyatt Regency Tampa, Tampa, Florida**  
**Session 2 - Monday, May 15, 2000**  
**5:30 PM - 6:30 PM**  
**Buccaneer Suites**

1. Call to order ..... Hallisey
2. Roll call ..... Smith
3. Discuss and amend proposed resolution(s) ..... Hallisey
  - Resolution in support of efforts to reduce medical errors (*handout*) ..... Lipoti
4. Report from Saturday's Members Forum Groups ..... P. Schmidt
  - Group 1 - Future of Radiation Protection
  - Group 2 - Radiation Priorities
  - Group 3 - Multimedia Mitigation
5. FRMAC Proposal/State Assistance Requested (*handout*) ..... Fraass/Hardin
6. Radiation survey techniques used in screening the public for contamination during a nuclear power plant emergency ..... Allard
7. Update on the following ..... Hirschler
  - a. Ad Hoc Committee to review CRCPD web site/Members Only
  - b. Brief overview of new OED network capabilities
8. Status of DOE Exemption Survey ..... Hardin
9. Update on May 9<sup>th</sup> NRC briefing re: release of solids ..... Collins

**Recap of Session 1 Action Items:**

- Approved the 1999 Business meeting minutes
- Approved the financial report (suggested that next year the Treasurer provide more information on expenditures (i.e. overall cost for salaries, working groups, etc.)
- Approved an amendment to the CRCPD Bylaws (Article IX-Dues, Section 2) which indicates that dues beginning with the 2001 dues must be paid by March 1 or they will be removed from the membership roster.

**CONFERENCE OF RADIATION CONTROL  
PROGRAM DIRECTORS, INC.  
BOARD OF DIRECTORS AMENDED RESOLUTION**

Attachment II

**Relating to: Efforts to Reduce Medical Errors**

**WHEREAS:** The Conference of Radiation Control Program Directors have served as a focal point for comprehensive information about reducing radiation exposure to patients, workers, and the public for 32 years;

**WHEREAS:** The Conference of Radiation Control Program Directors has expertise in identifying errors, root causes, and corrective actions with regard to radiation exposure;

**WHEREAS:** The Suggested State Regulations for the Control of Radiation have been a model for states in the area of radiation protection in the medical setting;

**WHEREAS:** Individual states have often emerged as leaders in establishing new programs to regulate or encourage radiation safety, and that the strength of the CRCPD has been in promoting the free exchange of information among the states, taking the best practices and putting them into the Suggested State Regulations;

**WHEREAS:** The Conference of Radiation Control Program Directors has supported credentialing of professionals to demonstrate knowledge and competence in radiation safety;

**WHEREAS:** The Conference of Radiation Control Program Directors has been a model of cooperation with federal agencies, professional societies, and licensing bodies;

**NOW, THEREFORE, BE IT RESOLVED:**

That the Conference of Radiation Control Program Directors pledge our participation in the efforts of the Institute of Medicine on radiation patient safety;

**BE IT FURTHER RESOLVED:**

That the Conference of Radiation Control Program Directors fully cooperate in any effort to require meaningful patient radiation safety programs, offering our expertise in writing radiation safety regulations that are enforceable, understandable, do not interfere with medical practice, encourage continuous improvement at the facility, and enhance public confidence, protecting not only the patient, but the workers and the public as well, from unnecessary exposure to radiation.

*Board of Directors recommendation 5/15/00*

- **Who Are You?**  
"I'm Here to Help You!"
  
- **Radiological Incidents are Common**
  - **Big Ones Can Happen!**
    - Samut Prakan, Thailand
    - Tokaimura, Japan
    - Goiana, Brazil
    - Mexico City, Mexico
    - Your City, Your State
  
- **Federal Assets**
  - **New Civil Support Teams (RAID)**  
DOE Radiological Assistance Program  
Federal Radiological Monitoring and Assessment Center  
DOE  
EPA  
NRC  
USDA  
FDA
  
- **Mating Dance**  
One Goal--Lots of Different Procedures
  - **Who are You?**  
What do You Know?  
How do You Work?  
What is Your "Command Structure"?  
How Do We Work Together?
  
- **FRMAC Data Base**  
Not Just for States with Power Plants
  - **Medical & Industrial Sources**  
Transportation  
Power Plants  
Public Perception

**CONFERENCE OF RADIATION CONTROL PROGRAM DIRECTORS, INC.  
ANNUAL BUSINESS MEETING - SESSION III  
REGENCY BALLROOM # 1  
HYATT REGENCY HOTEL  
TAMPA, FLORIDA  
WEDNESDAY, MAY 17, 2000**

**OPENING**

- 1. Call to order ..... Hallisey**

Chairman Hallisey called the meeting to order and welcomed those in attendance.

- 2. Roll call ..... Smith**

The following Voting Members and/or their proxies were present as noted during the roll call:

Alabama	Kirksey Whatley
Alaska	Clyde Pearce
Arizona	Aubrey Godwin
Arkansas	Steve Collins (Proxy)
California	Deborah Pellegrini (Proxy)
Colorado	Jake Jacobi
Connecticut	Michael Firsick (Proxy)
Delaware	Not Present
Dist. of Columbia	Norma Stewart
Florida	Harlan Keaton (Proxy)
Georgia	Tom Hill
Hawaii	Russell Takata
Idaho	Not Present
Illinois	Paul Eastvold
Indiana	John Ruyack
Iowa	Donald Flater
Kansas	Ron Fraass (Proxy)
Kentucky	John Volpe
Louisiana	Ronnie Wascom
Maine	Jay Hyland
Maryland	Roland Fletcher
Massachusetts	Robert Hallisey
Michigan	Bruce Matkovich (Proxy)
Minnesota	Susan McClanahan
Mississippi	Robert Goff
Missouri	Gary McNutt

**ANNUAL BUSINESS MEETING - SESSION III (Continued)**  
**May 17, 2000**

**ROLL CALL (Cont'd)**

Nebraska	Cheryl Rogers (Proxy)
Nevada	Stan Marshall
New Hampshire	Diane Tefft
New Jersey	Jill Lipoti
New Mexico	William Floyd
New York	Paul Merges (Proxy)
North Carolina	Richard "Mel" Fry
North Dakota	Warren Freier (Proxy)
Ohio	Robert Owen (Proxy)
Oklahoma	Mike Broderick
Oregon	Ray Paris
Pennsylvania	David Allard
Puerto Rico	Vacant, therefore no Voting Member present
Rhode Island	Jack Ferruolo (Proxy)
South Carolina	Pearce O'Kelley
South Dakota	Donald Norton (Proxy)
Tennessee	Eddie Nanney
Texas	Cindy Cardwell (Proxy)
Utah	William Sinclair
Vermont	Paul Clemons
Virginia	Leslie Foldesi
Washington	John Erickson
West Virginia	Not Present
Wisconsin	Paul Schmidt

3. **Action on proposed resolution** ..... **Hallisey**
- **Amended resolution in support of efforts to reduce medical errors (handout)**  
..... **Lipoti**

Jill Lipoti (NJ) offered as follows one final amendment to the May 15th amended resolution in support of efforts to reduce medical errors: **Now, Therefore, Be It Resolved: That the Conference of Radiation Control Program Directors express their support for the goal suggested by the Institute of Medicine and pledge our participation in the efforts of the Center for Patient Safety.**

Dr. Lipoti's rationale for the amendment was that the Institute of Medicine recommended that a Center for Patient Safety be created within the agency for health care and quality and that initial funding of this center be thirty to thirty five million dollars with funding growing over time to 100 million dollars or 1% of the 8.8 billion dollars in health care cost contributable to preventable adverse events.

Since this resolution was tabled at the Monday, May 15, 2000 Business Meeting,

**Aubrey Godwin (AZ) made a motion that we take the amended resolution off the table. A vote was taken and the motion passed.**

**Jill Lipoti (NJ) moved that the final amendment to the resolution be accepted. The motion was seconded and carried.**

**A final vote was taken on the resolution as amended and carried.  
(See attached copy of approved resolution).**

**4. Action on S-2 Proposed Strategic Plan goals and objectives (handout) . . . . . Tefft**

Diane Tefft, Chairperson of the S-2 Task Force on CRCPD Strategic Planning, provided a handout with proposed goals and objectives of CRCPD's Strategic Plan. Ms. Tefft informed the membership that the Board of Directors had endorsed the goals and objectives.

**Roland Fletcher (MD) moved to accept the goals and objectives of the Strategic Plan. The motion was seconded and passed.**

**5. Increase in registration fees for 2001 meeting in Anchorage, Alaska . . . Hallisey**

A discussion was held relative to the increase in registration fees for the 2001 annual meeting in Anchorage, Alaska. Chairman Hallisey explained why the Board approved increasing the registration fees and noted that the registration fee is to cover the cost of items that benefit all attendees that includes some administrative costs to conduct the meeting.

Before going into further details relative to the increase of registration fees, Chairman Hallisey polled the membership with the following questions:

- How many states do not pay registration fees? (Results - 6)
- Of those six how many cannot pay registration fees? (Results - limited amount)
- How many of the states will not pay for more than one person? (Results - 20)
- How many states will not be able to pay as many registration fees as they did in the past if the registration fee is doubled? (Results - only a few)

Chairman Hallisey provided an example of the administrative cost of conducting the Anchorage meeting such as programs, shipping, social events, copier and audio visual rentals, and breaks. The total estimated cost of this meeting is \$96,566.00. If the \$96,566.00 is divided by 200 paid registrations, the cost to each registrant would be \$482.00.

Chairman Hallisey noted that an analysis was done to determine the projected cost to send 65 individuals to the meeting and it was determined that the total cost would be increased by \$578.00 for each of those individuals. This is a total of \$37,000.00 more to pay for those 65 individuals to attend the meeting. By increasing the registration fee, more of CRCPD funds could be used to send more poster presenters and committee chairs that need to be there, since they are the heart of the meeting.

Chairman Hallisey requested comments, suggestions, and thoughts relative to increasing the registration fees. Several comments and suggestions were received, such as, making the Night Out optional, gradually increasing the registration fee over the next 5 years to recoup costs, shorten the exhibitor/poster sessions, using carryover monies, and offering levels of sponsorship for exhibitors.

**6. Update on May 9th NRC briefing re: release of solids . . . . . Collins**

Steve Collins (IL) provided a brief report of his recent May 9th NRC briefing relating to the Release of Solids. Mr. Collins' testimony may be viewed on the CRCPD web site.

**7. Closing ceremonies and recognition of outgoing board members  
. . . . . Hallisey/Schmidt**

Chairman Hallisey thanked those who served as mentors at the meeting.

Chairman Hallisey announced that Karen Farris (MA) is CRCPD's new liaison to the Breast Cancer Organizations.

Chairman Hallisey recognized the following outgoing board members for an excellent job done while serving on the Board: Cindy Cardwell, Member-at-Large and Steve Collins, Past Chairperson. Each were presented with a desk plaque in honor of their dedicated service to the CRCPD Board of Directors and the membership.

As his last act as the Chairman, Chairman Hallisey presented the incoming Chairperson, Paul Schmidt, with the traditional reign of the golden screw and the gravel.

In his opening remarks as the new incoming Chairperson, Paul Schmidt highlighted his goals as Chairperson:

- Build on the good work of the previous chairs and boards.
- Better position CRCPD and all of us that are part of it.
- To benefit from change.
- New technology - to focus on new advances in radiation technology through CRCPD *Newsbrief* articles, through the CRCPD web site, training at the annual meetings, etc.
- Mentoring new members, improving involvement in the organization.
- Strategic Planning - actively support and implement the strategic plan developed by the members.

Chairperson Schmidt announced to the members that he welcomes phone calls, e-mail ideas, taps on the shoulders, and comments. He noted that he looks forwards to the challenge next year and hopes to turn all the ideas into actions.

In closing, Chairperson Schmidt recognized the outgoing Chairperson, Bob Hallisey, for his leadership in leading CRCPD into the new millenium and presented him with the traditional Chairman's plaque.

Chairperson Schmidt also presented Bob Hallisey with a certificate of award for his efforts to become "Tampar free".

**Steve Collins (IL) moved to adjourn.**

**MEETING ADJOURNED!!**

**CRCPD BUSINESS MEETING**

Attachment I

**Agenda**

**Hyatt Regency Tampa, Tampa, Florida**

**Session 3 - Wednesday, May 17, 2000**

**5:15 PM - 6:15 PM**

**Regency I**

1. Call to order ..... Hallisey
2. Roll call ..... Smith
3. Action on proposed resolution(s) (*handouts*) ..... Hallisey
  - Amended resolution in support of efforts to reduce medical errors (*handout*) ..... Lipoti
4. Action on *S-2 Proposed Strategic Plan* goals and objectives (*handout*) ..... Tefft
5. Increase in registration fees for 2001 meeting in Anchorage, Alaska ..... Hallisey
6. Update on May 9<sup>th</sup> NRC briefing re: release of solids ..... Collins
7. Closing ceremonies & recognition of outgoing board members ..... Hallisey/Schmidt

**Recap of Session 2 Action Items:**

- Amended Resolution in support of efforts to reduce medical errors (final vote on Wednesday)
- Support of the states for the FRMAC proposal
- Support of the states in continuing the DOT exemption program (*OED will continue to pursue as their first priority optional funding for the continuation of this valuable program*)

**CONFERENCE OF RADIATION CONTROL  
PROGRAM DIRECTORS, INC.  
AMENDED RESOLUTION #2 5/15/00**

**Relating to: Efforts to Reduce Medical Errors**

**WHEREAS:** The Conference of Radiation Control Program Directors have served as a focal point for comprehensive information about reducing radiation exposure to patients, workers, and the public for 32 years;

**WHEREAS:** The Conference of Radiation Control Program Directors has expertise in identifying errors, root causes, and corrective actions with regard to radiation exposure;

**WHEREAS:** The Suggested State Regulations for the Control of Radiation have been a model for states in the area of radiation protection in the medical setting;

**WHEREAS:** Individual states have often emerged as leaders in establishing new programs to regulate or encourage radiation safety, and that the strength of the CRCPD has been in promoting the free exchange of information among the states, taking the best practices and putting them into the Suggested State Regulations;

**WHEREAS:** The Conference of Radiation Control Program Directors has supported credentialing of professionals to demonstrate knowledge and competence in radiation safety;

**WHEREAS:** The Institute of Medicine has recommended a comprehensive approach to improving patient safety with a goal to reduce medical errors by 50 percent in five years;

**WHEREAS:** The Conference of Radiation Control Program Directors has been a model of cooperation with federal agencies, professional societies, and licensing bodies;

**NOW, THEREFORE, BE IT RESOLVED:**

That the Conference of Radiation Control Program Directors express their support for the goal suggested by the Institute of Medicine and pledge our participation in the efforts of radiation patient protection safety;

**BE IT FURTHER RESOLVED:**

That the Conference of Radiation Control Program Directors fully cooperate in any effort to require meaningful patient radiation safety programs, offering our expertise in writing radiation safety regulations that are enforceable, understandable, do not interfere with medical practice, encourage continuous improvement at the facility, and enhance public confidence, protecting not only the patient, but the workers and the public as well, from unnecessary exposure to radiation.