

January 15, 2003

ALL AGREEMENT STATES, MINNESOTA, PENNSYLVANIA, WISCONSIN

**ACCEPTANCE TO THE LICENSING PRACTICES AND PROCEDURES COURSE (G-109)
(STP-03- 006)**

Enclosure 1 is the list of students from the States selected to attend the March 10-14, 2003, Licensing Practices and Procedures Course (G-109). Please provide the list of students and the instructions (Enclosure 2) to each individual from your program who is on the list. Enclosed for your information is a tentative schedule for the G-109 course (Enclosure 3). States with students attending this course have agreed to pay travel expenses, however, there is no tuition for this course. Course attendees should be encouraged to make travel and lodging arrangements as soon as possible.

To assist us and other States, and to help ensure that States with candidates on waiting lists will have an opportunity to fill vacated slots that may open up after our course acceptance letters have been sent to you, we ask that you inform us of any cancellations 30 days prior to the course starting date.

If you have any questions regarding this correspondence, please contact me or the individual named below.

POINT OF CONTACT: Brenda G. Usilton
TELEPHONE: 301-415-2348

INTERNET: BGU@NRC.GOV
FAX: 301-415-3502

/RA/

Josephine M. Piccone, Director
Office of State and Tribal Programs

Enclosures:
As stated

STP-03-006

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OFFICE	STP		STP:DD					
NAME	BGUsilton:gd		JMPiccone					
DATE	01/15/03		01/15/03					

LICENSING PRACTICES AND PROCEDURES COURSE
MARCH 10-14, 2003
TOPEKA, KS

STATE	PARTICIPANT(S)	NO TUITION COST
COLORADO Laboratory & Radiation Services Division Department of Public Health & Environment 8100 Lowry Boulevard Denver, CO 80230-6928	1. James Jarvis	
IOWA Bureau of Radiological Health Iowa Department of Public Health 401 S. W. 7 th St. Suite D Des Moines, IA 50309	1. Randal Dahlin	
KANSAS Radiation Control Program Kansas Department of Health & Environment Bureau of Air & Radiation Forbes Field, Building 283 Topeka, KS 66620	1. Scott Bangert 2. Tom Conley 3. Jim Harris 4. James Johnson 5. Marla Oestrich 6. Larry Parks 7. Amy Shull 8. Stewart Steen 9. Dan Sullivan 10. Kim Steves 11. Roger Thuma 12. Judee Walden 13. David Whitfill	
LOUISIANA Radiation Protection Division Environmental Assistance Division Office of Environmental Services 7220 Bluebonnet Road, P.O. Box 82135 Baton Rouge, LA 70884-2135	1. Brad Schexnayder	
MASSACHUSETTS Radiation Control Program Department of Public Health 174 Portland Street, 5 th Floor Boston, MA 02114	1. Bruce Packard	
MINNESOTA Section of Asbestos, Indoor Air, Lead and Radiation, Division of Environmental Health Department of Health, P.O. Box 64975 121 E. Seventh Place, Suite 220, St. Paul, MN 55164-0975	1. John Goepferd 2. Timothy Donakowski	
MISSISSIPPI Division of Radiological Health State Department of Health 3150 Lawson Street, P.O. Box 1700 Jackson, MS 39215-1700	1. Melanie Vail	
NEW HAMPSHIRE Radiological Health Bureau Division of Public Health Services Health and Welfare Building 6 Hazen Drive Concord, NH 03301-6527	1. Asish Banerjee	
OKLAHOMA Radiation Management Section Department of Environmental Quality P.O. Box 1677 Oklahoma City, OK 73101-1677	1. Kevin Sampson 2. Dutchie Young	

STATE	PARTICIPANT(S)	NO TUITION COST
TEXAS - BRC Bureau of Radiation Control Texas Department of Health 1100 West 49th Street Austin, TX 78756-3189	1. Robin Cooksey	

INSTRUCTIONS TO STUDENTS

ACCEPTANCE: This is to advise you that those individuals in Enclosure 1 have been accepted for participation in the training course (G-109) "Licensing Practices and Procedures." This course is scheduled to be presented March 10-14, 2003 at the Curtis State Office Building (called Signature Building on Map) 1000 SW Jackson, Room 530, Topeka, Kansas.

COURSE: This course will be conducted beginning at 1:00 pm on March 10 and end at 12:00 noon on March 14, 2003. Enclosed is a tentative schedule for the course (Enclosure 3).

LODGING AND TRAVEL: You should plan to arrive on Monday, March 10, 2003 and depart on Friday, March 14, 2003. Participants must make their own lodging and travel arrangements. Individuals should request a State or government employee rate at the hotels. Parking is available in State lot #1. Note: Public transportation may not be suitable.

To get there from Kansas City Airport leave the airport take I-29 north to I-435 south to I-70 West (toll) when you get to Topeka take the 10th street exit go west about three blocks. The URL for the map is: <http://da.state.ks.us/fm/Parking/images/map2.htm>. There is a shuttle that makes two stops in Topeka. The URL is: <http://www.kciroadrunner.com/>

LIST OF HOTELS IN VICINITY

Senate Luxury Suites - 233-5050
 900 SW Tyler
 \$55 fed rate
 \$68 state rate
 Walking distance but downtown closes up at night

Amerisuites - 273-0066	Clubhouse Inn - 273-8888
6021 SW 6 th	924 SW Henderson
\$55 fed and state rate	\$55 fed rate
	\$65 state rate

Both of the above are located on the west side of town near shopping and restaurants. Will need transportation.

Capitol Plaza - 431-7200
 1717 SW Topeka
 \$55 fed rate
 \$68 state rate
 Close (not within walking distance) limited shopping or restaurants within driving distance

Holiday Inn West - 272-8040
 605 SW Fairlawn

ENCLOSURE 2

\$55 single \$61 double fed rate

\$68 single \$78 double state rate

West side of town not quite as near to shopping and restaurants

The state rates quoted are what the State of Kansas allows. Not certain how they would charge a state employee from another state.

LICENSING PRACTICES AND PROCEDURES COURSE

Tentative Schedule for March 10-14, 2003

DAY	TIME	TOPIC	PRESENTER
Monday	8:00 - 12:00	Nothing Scheduled	
	12:00 - 1:00	Lunch	
	1:00 - 2:00	Welcome, Introductions	John Ricci
	2:00 - 4:30	Current Issues and Sealed Source and Devices	William Ward
Tuesday	8:00 - 12:30	Overview of Licensing	James Dwyer
	12:30 - 1:30	Lunch	
	1:30 - 4:30	Medical Licenses	James Dwyer
Wednesday	8:00 - 12:00	Medical Licenses	James Dwyer
	12:00 - 1:00	Lunch	
	1:00 - 4:00	Industrial Radiography Licenses	Jack Whitten
Thursday	8:00 - 10:30	Industrial Radiography Licenses (cont)	Jack Whitten
	10:30 - 12:00	Laboratory R&D Licenses	John Pelchat
	12:00 - 1:00	Lunch	
	1:00 - 4:00	Laboratory R&D Licenses	John Pelchat
Friday	8:00 - 12:00	Gauge Licenses	John Pelchat

ENCLOSURE 3

NOTE: Scheduled lecturers or the sequence of lectures may change due to circumstances beyond our control.

ENCLOSURE 3