

June 20, 2003

MEMORANDUM TO: Management Review Board Members:
Paul H. Lohaus, STP
Martin J. Virgilio, NMSS
Karen D. Cyr, OGC
/RA/
FROM: Lance J. Rakovan, IMPEP Project Manager
Office of State and Tribal Programs
SUBJECT: FINAL MINUTES: NOVEMBER 26, 2002 ARKANSAS
MRB MEETING

Attached are the final minutes of the Management Review Board (MRB) meeting held on November 26, 2002. If you have comments or questions, please contact me at 415-2589.

Attachment:
As stated

cc: Jared Thompson, AR
Steven Collins, IL

Management Review Board

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MINUTES: MANAGEMENT REVIEW BOARD MEETING OF NOVEMBER 26, 2002

These minutes are presented in the same general order as the items were discussed in the meeting. The attendees were as follows:

Paul Lohaus, MRB Chair, STP
Donald Cool, MRB Member, NMSS
Patricia Larkins, Team Leader, STP
Brenda Usilton, STP
Marissa Bailey, NMSS

Karen Cyr, MRB Member, OGC
Jared Thompson, AR
Isabelle Schoenfeld, OEDO
Lance Rakovan, STP

By teleconference:

Steven Collins, OAS Liaison, IL
Bernard Bevill, AR
Steve Mack, AR
Kim Wiebeck, AR

Michael Stephens, Team Member, FL
Marci Middleton, AR
Gary Bortz, AR
Cathey Bradley, AR

By video:

Vivian Campbell, Team Member, RIV
Kenneth Brockman, RIV

Jamnes Cameron, Team Member, RIII

1. **Convention.** Paul Lohaus, Chair of the Management Review Board (MRB) convened the meeting at 1:30 p.m. Introductions of the attendees were conducted.
2. **New Business - Arkansas Review.** Ms. Patricia Larkins, STP, led the Integrated Materials Performance Evaluation Program (IMPEP) team for the Arkansas review.

Ms. Larkins summarized the review and noted the findings. Preliminary work included a review of Arkansas' response to the IMPEP questionnaire. The on-site review was conducted September 9-13, 2002. The on-site review included an entrance interview, detailed audits of a representative sample of completed licensing actions and inspections, inspector accompaniments and follow-up discussions with staff and management. The team issued a draft report on October 23, 2002; received Arkansas' comments dated November 8, 2002; and submitted a proposed final report to the MRB on November 15, 2002.

Common Performance Indicators. Ms. Vivian Campbell reviewed the common performance indicator, Status of the Materials Inspection Program. Her presentation corresponded to Section 3.1 of the IMPEP report. The review team found Arkansas' performance with respect to this indicator "satisfactory." After a brief discussion about inspecting field offices, the MRB agreed that Arkansas' performance met the standard for a "satisfactory" rating for this indicator.

Mr. Jamnes Cameron presented the common performance indicator, Technical Quality of Inspections. His presentation corresponded to Section 3.2 of the report. The team found that Arkansas' performance was "satisfactory" for this indicator and made no recommendations. The MRB agreed that Arkansas' performance met the standard for a "satisfactory" rating for this indicator.

Mr. Michael Stephens presented the findings regarding the common performance indicator, Technical Quality of Licensing Actions. His presentation corresponded to Section 3.4 of the IMPEP report. The team found that Arkansas' performance with respect to this indicator was "satisfactory" and made two recommendations. The MRB and Mr. Thompson discussed the State's licensing backlog. Mr. Thompson noted that the State is extending some license terms when they are renewed and that they will be putting emphasis on their licensing program. The MRB and Mr. Stephens discussed the focus of the recommendations involving the licensing backlog, guidance documents, and license reviewer checklists. The MRB directed that the final report reflect which specific areas of the action plan that was mentioned in the previous IMPEP report had not been implemented by the State. The MRB, Mr. Thompson, and Mr. Stephens discussed how the licensing backlog was affecting the State's inspections. The MRB agreed that Arkansas' performance met the standard for a "satisfactory" rating for this indicator.

Ms. Larkins presented the findings regarding the common performance indicator, Technical Staffing and Training. She summarized the findings in Section 3.3 of the report. The team found Arkansas' performance to be "satisfactory" for this indicator and made one recommendation involving balancing staff between licensing and inspection activities. The MRB and Mr. Thompson discussed the impact of staff loss on state materials programs. The MRB agreed that Arkansas' performance met the standard for a "satisfactory" rating for this indicator.

Ms. Larkins presented the findings regarding the final common performance indicator, Response to Incidents and Allegations. As discussed in Section 3.5 of the report, the team found Arkansas' performance relative to this indicator to be "satisfactory" and made no recommendations. The MRB thanked the State for their reporting of event information. The MRB directed that the language involving the reporting of incidents on page 11 of the proposed final report be clarified. The MRB agreed that Arkansas' performance met the standard for a "satisfactory" rating for this indicator.

Non-Common Performance Indicators. Ms. Campbell led the discussion of the non-common performance indicator, Legislation and Program Elements Required for Compatibility, which is summarized in Section 4.1 of the report. The team found that Arkansas' performance with respect to this indicator was "satisfactory" and made no recommendations. The MRB agreed that Arkansas' performance met the standard for a "satisfactory" rating for this indicator.

MRB Consultation/Comments on Issuance of Report. Ms. Larkins concluded, based on the discussion and direction of the MRB, that Arkansas' performance was satisfactory for all indicators. The review team recommended and the MRB concurred that the Arkansas Agreement State Program be found adequate to protect public health and safety, and compatible with NRC's program. The review team recommended and the MRB agreed that the next full review will be conducted in approximately four years.

3. **Comments.** Mr. Stephens noted that the review provided an excellent exchange of information and that it is always beneficial to see other programs in operation.

Mr. Thompson thanked the review team and stated that IMPEP is always a learning experience. He noted that Arkansas will have two staff members eligible to participate on IMPEP review teams soon. He said that he was pleased with the results of the review, he thanked his staff for their efforts, and noted that Arkansas would be working on improvements.

4. **Status of IMPEP Reviews and Heightened Oversight/Monitoring Activities.** Mr. Rakovan briefly discussed current and upcoming reviews.

5. **Precedents/Lessons Learned.** No precedents that will be applied to the IMPEP process in the future were established by the MRB during this review.

6. **Good Practices.** No good practices were identified during this review.

7. **Adjournment.** The meeting was adjourned at approximately 2:30 p.m.