



UNITED STATES
NUCLEAR REGULATORY COMMISSION
REGION I
475 ALLENDALE ROAD
KING OF PRUSSIA, PENNSYLVANIA 19406-1415

September 29, 2003

Kenneth Daniels
Acting Director
New York City Department of Health
Bureau of Radiological Health
2 Lafayette Street, 11th Floor
New York, NY 10007

SUBJECT: PERIODIC MANAGEMENT MEETING

Dear Mr. Daniels:

In order to help both Agreement States and the NRC remain knowledgeable of each other's programs and to conduct planning for the next IMPEP review, the IMPEP process includes holding periodic meetings with Agreement States between IMPEP reviews.

We request a meeting, no longer than one-half day, to discuss your Agreement State program and share programmatic information. This letter confirms that, after previous coordination, the meeting is scheduled for November 14, 2003 at 10:00 a.m. and will be held in your offices. Kevin Hsueh, Office of State and Tribal Programs, assigned as Project Officer for New York, will be the other NRC representative in attendance.

Based on previous discussions, the likely topics for conversation at the meeting include:

1. Department action on all open IMPEP review findings that have not been recommended for closure.
2. Strengths and/or weaknesses of the Department and NRC programs as identified by the Department or NRC including identification of actions that could diminish weaknesses.
3. Status of Department program or policy changes under development or recently completed including:
 - a. Changes in program staff
 - b. Program reorganizations
 - c. Legislative Changes
 - d. Redistribution of responsibilities
 - e. Changes in program budget/funding.
4. Status of NRC program changes (similar to those in 3.) that could impact Agreement States.
5. Results of internal program/self assessments conducted by the Department or NRC.
6. Status of all allegations previously referred by NRC to the Department for action, and methods used to resolve allegations that have been closed.

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7. Compatibility of Agreement State regulations.
8. NMED reporting including event follow-up and closure information.
9. Schedule for the next IMPEP review.

If there are any additional specific topics you would like to cover, or if you would like to focus on a specific area, please let me know.

If you have any questions, please call me at (610) 337-5042, or e-mail to ADW@NRC.GOV.

Thank you for your cooperation.

Sincerely,

Original signed by Duncan White

Duncan White, CHP
Regional State Agreements Officer
Division of Nuclear Materials Safety

cc:
R. Bores, RI
K. Hsueh, STP

K. Daniels
New York City Department of Health

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