

From: Mindy Landau 1600
To: communications task force
Date: 5/30/01 4:12PM
Subject: Next Communications Task Force Meeting

Thanks to all of you for a lively and productive meeting! I think we are on the right track...we are tackling some very difficult issues which will pay off in the long run, and will help us address some other questions in the SRM.

I have scheduled the next meeting of the Communications Task Force for Tuesday, June 5, from 2-4 p.m. in Room O-16B4. Regions please dial in on 301-231-5539, passcode #2781.

Attached is a summary of what was discussed this morning, and what was agreed to, although #2 needs further discussion. Please see questions in bold that also need to be addressed. At the next meeting, we need to finish categorizing meetings, assign the expectations for the public insofar as document access, question follow-up, etc., for each category of meeting, and then move on to the remainder of the issues in the SRM.

CC: Carolyn Bassin; Janet Lepre; Lynn Deering; Patricia Norry; Peter Prescott; Roland Lickus; Sandra Northern

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**Task Force on Public Participation
Meeting Minutes
May 30, 2001**

Pat Norry -- First priority of the Task Force group is to answer questions posed in the January 17, 2001 SRM which will be incorporated into a Commission Paper due July 31, 2001. Toughest issue - identifying the different kinds of public participation in the different types of NRC meetings. This task force may be used in the future for upcoming issues involving communications agencywide.

Commission Meetings and Adjudicatory hearings will not be covered in the discussion.

Short discussion of new attributes of a redesign of the Public Meeting Notice System. The planned system will be WEB based and have the ability to search for meetings (present and past) based on subject of the meeting; you will be able to access additional information on a particular meeting including agendas, documents to be discussed at the meeting, minutes or any supporting documents. Information up to the program offices planning the meeting to provide. OCIO noted that they have a limited budget in FY-02 (65K) for the redesign and would need additional funding if requirements for the system were expanded. It was expressed that it would be extremely valuable to stakeholders to have background documents in advance of meetings available from the WEB meeting notice. It was noted that the system currently has some limited capabilities in this regard that could be communicated more effectively to the staff.

Keeping in mind the goal of responding to questions from the SRM, the Task Group agreed that the most efficient way to handle the issues would be to identify the different types of NRC staff meetings, give examples of each type of meeting, and then identify participation levels wanted for each. Extensive discussion followed with the results listed below:

1. NRC Meetings with one Licensee/Applicant/Petitioner/Vendor (NSSS Supplier) on a specific issue with the intent of discussing a particular issue regarding a specific facility or license. *res* *their*

Examples:

- enforcement conference
- end of cycle (reactor oversight)
- regulatory conference
- restart meetings
- inspection exits (AIT - LIT)
- technical issues
- license amendments
- decommissioning
- 2.206 petitions (note that these meeting have their own procedures)

Level of Participation:

Public observation only during the meeting. NRC available to answer questions from

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the public at the end of the meeting. (Licensee participation voluntary).

2. Meeting with industry group reps, groups of licensees, or vendors to discuss technical issues with generic implications.

Examples:

- codes and standards
- licensing task force
- ~~NEI~~ Industry groups NTPs
- Owners Groups
- UGS, public citizen on a technical issue

Level of Participation: *or comments*

Public observation and some participation during the meeting. More opportunity for questions (perhaps at set times) during the meeting. (NOTE: More opportunity should be given to public to prepare for and react to issues at this type of meeting.) (Need to discuss this one further)

3. *with public discuss regulatory issues, with*
NRC Meetings with Licensee and the Public? Meetings with the express intent of exchanging information with the public

Examples:

- stakeholders
- EIS scoping
- general decommissioning, waste, etc.
- workshops
- RIC Conference
- roundtable discussions
- rulemakings

Advisory Committee Meetings (governed by FACA and have their own rules)
Advisory Committee reps please advise

5. Meetings with Other Government Entities

Examples:

- Agreement States
- Other government agencies (DOE, EPA)
- Local governments
- Native American tribes
- Foreign governments

6. Internal Staff Meetings (CLOSED)

Examples:

- Contractors

namely to the public

*in the
not
intentional
public
participate
publicly*

*up
line
will be
addressed
open
at the
major
topic*

*this policy does not
apply
However*

*Look
at Policy
Elaborate*

*open to
public
no 9-11
com
adv
as per
other
meeting*

3

Parking Lot Issues

How to handle meetings that have open and closed portions. How to handle proprietary discussions; meetings that may contain safeguards information.

Is there a difference in the way NRC initiated vs Licensee initiated meetings are categorized or handled?