November 9, 2005

Mr. Dewey Crawford, Manager
Radiation Health and Toxic Agents Branch
Cabinet for Health Services
275 East Main Street
Frankfort, KY 40621-0001

Dear Mr. Crawford:

This letter is to inform you that performance concerns were identified during the Kentucky Radiation Control Program periodic meeting that was held on July 14, 2005. It was noted that the program's overall performance has declined since the 2004 Integrated Materials Performance Evaluation Program (IMPEP) review. Specifically, a decline in program performance was noted with respect to two of the IMPEP performance indicators, "Technical Staffing and Training" and "Status of Materials Inspection Program." Performance with regard to the remaining IMPEP indicators did not change over the last year. As discussed during the October 19, 2005 Management Review Board (MRB) meeting, it appears that staffing changes, namely the loss of one experienced staff member, one newly-hired staff, and the Radiation Health Branch Manager, as well as pre-existing staff vacancies, have caused a lack of progress in addressing the recommendations from the 2004 IMPEP review. These recommendations, many of which are contingent upon the program hiring additional staff, remain open. It was noted at the periodic meeting that program management is committed to getting the program up to its full staffing level and to improve program performance. The MRB acknowledges the effort that the program has shown in filling the vacant Radiation Health Branch Manager position and the reduction of the program's licencing backlog.

However, due to the areas still in need of improvement, the MRB has directed that the Kentucky program be placed on monitoring status. At the MRB, you presented an action plan to address the program concerns raised during the periodic meeting (ML053010321 in ADAMS). After review of your plan, we believe the actions are appropriate to address the noted performance issues. We have tentatively scheduled another periodic meeting for July 2006 where we will evaluate the effectiveness of these corrective actions as well as implementation of your overall program. Prior to this periodic meeting, Ms. Sheri Minnick, the Region I Regional State Agreements Officer, in conjunction with the Office of State and Tribal Programs, will conduct quarterly calls with you to discuss the status of the corrective action plan.

I thank you for your efforts to address our concerns and preparation of the corrective action plan. I look forward to our Agencies continuing to work cooperatively in the future.

Sincerely,

/RA/
Janet R. Schlueter, Director
Office of State and Tribal Programs

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