

**LAT - Re: Radiation Safety Comm. Agenda for State of NJ, License # 29-18389-01, Inspection of 9/12/07**

**From:** <William.Nemeth@doh.state.nj.us>  
**To:** "Elizabeth Ullrich" <EXU@nrc.gov>  
**Date:** 10/09/2007 11:08 AM  
**Subject:** Re: Radiation Safety Comm. Agenda for State of NJ, License # 29-18389-01, Inspection of 9/12/07

Betsy,

I do apologize for the delay in replying to your email.

I currently do not have formal records of the outcome of the two agendas I had sent to you, just my hand-written comments.

To satisfy the intent of documenting meetings, I will ensure that future meetings are documented and decisions reached by the Radiation Safety Committee are included.

I hope this helps. If I can be of further help, please let me know.

Kirk Nemeth  
 NJDHSS

"Elizabeth Ullrich" <EXU@nrc.gov>

To <William.Nemeth@doh.state.nj.us>

cc

09/28/2007 11:04 AM

Subject Re: Radiation Safety Comm. Agenda for State of NJ, License # 29-18389-01, Inspection of 9/12/07

Kirk,

The agendas that you sent appear to partially document the 10 CFR 20.2101 requirement to perform an annual program review. The agenda covers appropriate topics, contains some updated information, but there is no record of the results of the meeting...other than your notes, which are not included. 10 CFR 20.2102 requires that you keep records of your audits and program reviews. Do you have any records of the results of "these meetings"?

In addition, when the failure to perform the annual program review was cited as a violation in 2002, the corrective action that was prescribed in the NRC letter dated July 25, 2002, from Stephen Jennis stated that meetings would be held quarterly. It appears that you are not holding such meetings quarterly. Because that letter is not listed in Condition 13 of your license, it is not a COMMITMENT against which a violation would be cited. However, there should be some documentation of a discussion by the committee that meetings should/should occur less frequently than quarterly. This should be in the annual program review, at the very least.

Let me know if you have any additional documentation that I could review. I have other work in the Trenton area, and could stop by again.

If that is easiest.

Betsy,

Betsy Gilman, Senior Health Physicist  
 US EPA Region 1 Office  
 Division of Nuclear Materials Safety  
 1000 2nd St  
 and@epa.gov

>>> <William.Nemeth@doh.state.nj.us> 09/19/2007 9:16 AM >>>  
 Good Morning Betsy,

I have attached a copy of our meeting agenda for the radiation safety committee. I have our latest meeting in 2007 and one from 2006. Typically, we have representatives from each of the units using radioactive materials (Tuberculosis, Inborn Error of Metabolism, and Radioanalytical Services), the Director and a secretary. Within the last two years, due to the typical nature of the topics, fewer attend but key people are present. The meetings are typically short (15 to 30 minutes). If late, I have been jotting down the responses to the agenda on a copy. The attached files do not have those scribbled comments on them, since most of the issues to be handled concern my group or are my responsibility. I hope this helps.

Sincerely,

Wm. Frank Nemeth  
 NCDHEC

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**Subject:** Re: Radiation Safety Comm. Agenda for State of NJ. License #  
29-18389-01. Inspection of 9/12/07  
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