UNITED STATES
NUCLEAR REGULATORY COMMISSION
REGION IV
611 RYAN PLAZA DRIVE, SUITE 400
ARLINGTON, TEXAS 76011-4005

January 23, 2008

Terry L. O'Clair, Director
Division of Air Quality
North Dakota Department of Health
918 East Divide Avenue
Bismark, North Dakota

Dear Mr. O'Clair:

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

In accordance with FSME Procedure SA-116, we request a meeting, no longer than one day, to discuss your Agreement State program and share programmatic information. This letter confirms that, after previous coordination, the meeting is scheduled for Tuesday, March 18, 2008, and will be held in your offices. In addition to me, Mr. Leonard Wert, Director, Division of Nuclear Materials Safety, Region IV, will be in attendance. Additionally, a representative from the Office of Federal and State Materials and Environmental Management Programs (FSME) may also be in attendance.

Based on our previous discussions, the likely topics for discussion at the meeting are listed on the enclosed agenda. 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 817-860-8143, or via e-mail to rre@nrc.gov.

Sincerely,

/RA/

Randy Erickson
State Agreements Officer
Region IV

cc: Enclosure: Agenda

bcc: (via ADAMS e-mail distribution):
LWert
CCain
LMclean
RLewis, FSME
TReis, FSME
Duncan White, FSME
AMcCraw, FSME
KLukes, FSME
DSollenberger, FSME
WRautzen, FSME

ML

SUNSI Review Completed: **RRE** ADAMS: **X** Yes __No Initials: **RRE**
X Publicly Available __Non-Publicly Available __Sensitive **X** Non-Sensitive

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/RA/				
1/22/08				

OFFICIAL RECORD COPY T=Telephone E=E-mail F=Fax

North Dakota Periodic Meeting Agenda
For
March 18, 2008

1. Status of State's actions to address all open previous IMPEP review findings and/or open recommendations.

2. Strengths and/or weaknesses of the State program as identified by the State or NRC including identification of actions that could diminish weaknesses.

3. Feedback on NRC's program as identified by the State and including identification of any action that should be considered by NRC.

4. Status of State Program including:

   a. Staffing and training:
      i. Number of staff in the program and status of their training and qualifications;
      ii. Program vacancies;
      iii. Staff turnover;
      iv. Adequacy of FTEs for the materials program.

   b. Materials Inspection Program:
      i. Discuss the status of the inspection program including if an inspection backlog exists and the steps being taken to work off backlog.

   c. Regulations and Legislative changes:
      i. Discuss status of State's regulations and actions to keep regulations up to date, including the use of legally binding requirements.

   d. Program reorganizations:
      i. Discuss any changes in program organization including program/staff relocations and new appointments.

   e. Changes in Program budget/funding.

5. Event Reporting, including follow-up and closure information in NMED.

6. Response to Incidents and Allegations:
   a. Status of allegations and concerns referred by the NRC for action;
   b. Significant events and generic implications.

7. Information exchange and discussion:
   a. Current State initiatives;
   b. Emerging technologies;
   c. Large, complicated or unusual authorizations for use of radioactive materials, including, (e.g., major decommissioning and license termination actions)

Enclosure

d. State's mechanisms to evaluate performance (as applicable):
   i. Self audits;
   ii. Computer tracking;
   iii. Inspector accompaniments;
   iv. Other management tools.

NRC current initiatives.

8. Other topics

9. Schedule for the next IMPEP review.