

Karen Meyer

From: Rasmusson, Melanie [MRasmuss@idph.state.ia.us]
Sent: Wednesday, April 08, 2009 4:47 PM
To: Karen Meyer
Cc: James Lynch; Harral Logaras; Allan Barker
Subject: FW: [SPAM [HC]] - OPPORTUNITY TO COMMENT ON DRAFT REVISION TO FSME PROCEDURE SA-121 AGREEMENT STATE LIAISON TO THE MANAGEMENT REVIEW BOARD (FSME-09-020) - Email contains remote images
Attachments: SA1211.doc

Ms. Meyer,

I am attaching my comments – very insignificant housekeeping suggestions, unless of course they change the intent of the document.

Thank you,

Melanie

Melanie Rasmusson, MBA, Chief
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Iowa Department of Public Health
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Des Moines, Iowa 50319
515.281.3478
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mrasmuss@idph.state.ia.us

-----Original Message-----

From: Cynthia Tyler [mailto:Cynthia.Tyler@nrc.gov]
Sent: Wednesday, April 08, 2009 2:59 PM
To: Rasmusson, Melanie
Subject: [SPAM [HC]] - OPPORTUNITY TO COMMENT ON DRAFT REVISION TO FSME PROCEDURE SA-121 AGREEMENT STATE LIAISON TO THE MANAGEMENT REVIEW BOARD (FSME-09-020) - Email contains remote images

OPPORTUNITY TO COMMENT ON DRAFT REVISION TO FSME PROCEDURE SA-121 “AGREEMENT STATE LIAISON TO THE MANAGEMENT REVIEW BOARD” (FSME-09-020)

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FSME Procedure Approval

Agreement State Liaison to the Management Review Board

SA-121

Issue Date: July xx, 2009
Review Date: July xx, 2012

Robert Lewis
Director, MSSA

Date: July xx, 2009

Duncan White
Chief, ASPB

Date: July xx, 2009

Karen N. Meyer
Procedure Contact, ASPB

Date: July xx, 2009

NOTE

This procedure was formerly issued by the Office of State and Tribal Programs (STP). Any changes of the procedure will be the responsibility of the FSME Procedure Contact as of October 1, 2006. Copies of FSME procedures will be available through the NRC website.

I. INTRODUCTION

This document describes the procedure for the coordination of the Agreement State Liaison to the Management Review Board (MRB). The MRB provides a senior-level review of the Integrated Materials Performance Evaluation Program (IMPEP) team's findings and recommendations for Agreement States' or the U.S. Nuclear Regulatory Commission's (NRC) Regional reviews.

II. OBJECTIVE

- A. To provide guidance to the Organization of Agreement States (OAS) on the coordination of the Agreement State Liaisons to the MRB meetings.
- B. To provide guidance to the Office of Federal and State Materials and Environmental Management Programs (FSME) staff on the coordination of the Agreement State Liaisons to the MRB meetings.

Deleted: meetings.

Deleted: for

III. BACKGROUND

- A. It is the policy of the NRC to evaluate the NRC's Regional materials programs and Agreement States' radiation control programs in an integrated manner. Guidelines for IMPEP are found in Management Directive (MD) 5.6, *Integrated Materials Performance Evaluation Program*.
- B. The MRB makes the overall assessment of each NRC Regional or Agreement State program on the basis of the proposed final report and recommendations prepared by the IMPEP team that conducted the review. The guidelines followed by the MRB when conducting MRB meetings for IMPEP reviews and issuing findings for Regional and Agreement State programs are outlined in FSME Procedure SA-106, *The Management Review Board*.

IV. ROLES AND RESPONSIBILITIES

- A. OAS Executive Board:
 - 1. Designates an OAS member to be responsible for the coordination of Agreement State Liaisons with the IMPEP Project Manager and,

2. Sets a year-by-year term of service given approval of the volunteer's management and OAS Executive Board.

B. The OAS Designee:

1. Coordinates any interest by senior Agreement State managers to participate in the MRB with FSME, including unsolicited interest by Agreement State managers outside of the normal recruitment cycle;
2. Determines the timing of recruitment of Agreement State Liaison volunteers;
3. Coordinates Agreement State Liaison assignments to specific MRB meetings and backup/substitutions, as requested by the IMPEP Project Manager;
4. Coordinates Agreement State Liaison assignments to MRB meetings for special issues or followup reviews that are State/Regional specific, including ensuring the same MRB Agreement State Liaison is used when possible, and
5. Addresses any issues or concerns in coordination with the IMPEP Project Manager.

C. Division of Materials Safety and State Agreements (MSSA) Director:

1. Designates the IMPEP Project Manager as the point of contact for the OAS Designee and,
2. Authorizes invitational travel for the Agreement State Liaison's attendance at MRB meetings, if necessary.

D. IMPEP Project Manager:

1. Sends requests for Agreement State Liaisons to the OAS Designee as MRB meetings are scheduled;
2. Provides training, as appropriate, for new Agreement State Liaisons;
3. Maintains a list for the OAS and FSME of the Agreement State Liaisons and meetings attended and,

4. Communicates and provides all necessary information to the individual Agreement State Liaison per FSME Procedure SA-106.

E. Individual Agreement State Liaisons:

1. Do not participate in any voting conducted by the MRB;
2. Will usually be available for participation at several MRBs yearly; and,
3. Provides Agreement State perspective on any subject brought before the MRB.

V. GUIDANCE

A. Participation in MRB

1. The Agreement State Liaison may attend either in person by video conferencing or by teleconferencing. Remote means of participation will be used whenever possible. On rare occasions, the Agreement State Liaison may be requested to attend the meeting in person. For these occasions, MSSA will cover the expenses associated with the travel in accordance with Federal travel regulations.
2. Since the MRB schedule is coordinated with the State/Region being reviewed, the date will be established as soon as possible after the IMPEP Review. If it is not possible to participate in the meeting because of conflicts, the Agreement State Liaison should contact the OAS Designee to identify a replacement as soon as possible. The OAS Designee will notify the IMPEP Project Manager of any change.

VI. APPENDICES

Reserved.

VII. REFERENCES

1. Management Directive 5.6, *Integrated Materials Performance Evaluation Program (IMPEP)*.
2. FSME Procedure SA-106, *The Management Review Board*.

Karen Meyer

From: Cynthia Tyler
Sent: Wednesday, April 08, 2009 3:30 PM
To: Karen Meyer
Subject: FW: OPPORTUNITY TO COMMENT ON DRAFT REVISION TO FSME PROCEDURE SA-121 *AGREEMENT STATE LIAISON TO THE MANAGEMENT REVIEW BOARD* (FSME-09-020)

-----Original Message-----

From: Roland Fletcher [mailto:rfletcher@mde.state.md.us]
Sent: Wednesday, April 08, 2009 3:25 PM
To: Cynthia Tyler
Subject: Re: OPPORTUNITY TO COMMENT ON DRAFT REVISION TO FSME PROCEDURE SA-121 *AGREEMENT STATE LIAISON TO THE MANAGEMENT REVIEW BOARD* (FSME-09-020)

Cynthia,

I have two preliminary comments, but I may add more as my staff has the opportunity to review. The first is typographical, i.e. the appearance of = where ' was intended. (See below).

III. BACKGROUND

A. It is the policy of the NRC to evaluate the NRC=s Regional materials programs and Agreement States= radiation control programs in an integrated manner. Guidelines for IMPEP are found in Management Directive (MD) 5.6, Integrated Materials Performance Evaluation Program.

The second appears under IV. ROLES AND RESPONSIBILITIES. An elaboration on E. 1. seems appropriate in that the OAS Liaison is frequently asked to provide concurrence or comment prior to the MRB's final vote. New OAS Liaisons should be encouraged to participate actively in discussions leading up to the vote and to voice any objection there might be to the vote.

E. Individual Agreement State Liaisons:

1. Do not participate in any voting conducted by the MRB;
2. Will usually be available for participation at several MRB's yearly; and,
3. Provides Agreement State perspective on any subject brought before the MRB.

Roland G. Fletcher, Manager
Radiological Health Program
Air and Radiation Management Administration Maryland Department of the Environment 410-537-3300, 410-537-3198 (fax) rfletcher@mde.state.md.us

>>> "Cynthia Tyler" <Cynthia.Tyler@nrc.gov> 4/8/2009 3:59 PM >>>

OPPORTUNITY TO COMMENT ON DRAFT REVISION TO FSME PROCEDURE SA-121 *AGREEMENT
STATE LIAISON TO THE MANAGEMENT REVIEW BOARD*
(FSME-09-020)

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<<<<GWIASIG 0.07>>>>

Karen Meyer

From: Linda McLean
Sent: Friday, May 01, 2009 2:25 PM
To: Karen Meyer
Cc: Chuck Cain; Art Howell; Denise Freeman
Subject: FSME PROCEDURE SA-121 "AGREEMENT STATE LIAISON TO THE MANAGEMENT REVIEW BOARD" (FSME-09-020)

OPPORTUNITY TO COMMENT ON DRAFT REVISION TO FSME PROCEDURE SA-121 "AGREEMENT STATE LIAISON TO THE MANAGEMENT REVIEW BOARD" (FSME-09-020)

Region IV DNMS reviewed the Procedure SA-121 and has one comment.

Comment: Section D. IMPEP Project Manager: needs renumbering.

Thank you for the opportunity to comment on the draft procedure.

*Linda McLean
State Agreements Officer
U. S. Nuclear Regulatory Commission
Region IV*

*Office: 817-860-8116
Cell: 817-456-6008
FAX: 817-860-8188*

Karen Meyer

From: James Lynch
Sent: Friday, May 01, 2009 2:00 PM
To: Karen Meyer
Cc: Aaron McCraw; Steven Reynolds; Patrick Loudon; Jim Clay; Patrice Shaughnessy
Subject: SA-121 Comments (AITS M09-0043)

Karen,

Re: April 15, 2009 memorandum from Lewis to Reynolds

Thank you for the opportunity to comment on the revised STP Procedure SA-121, "Agreement State Liaison to the Management Review Board." We agree that having Agreement State management perspective on the MRB is a very important part of the IMPEP process. We do not have any comments on the revision.

Jim Lynch
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Organization of Agreement States

Julia Schmitt, Chair, Nebraska
Shawn Seeley, Chair-Elect, Maine
Cindy Cardwell, Past-Chair, Texas
Mike Snee, Treasurer, Ohio
Isabelle Busenitz, Secretary, Kansas
Ann Troxler, Director, Louisiana
Lee Cox, Director, North Carolina

May 13, 2009

Robert J. Lewis, Director
Division of Materials Safety and State Agreements
Office of Federal and State Materials
And Environmental Management Programs
U.S. Nuclear Regulatory Commission
Washington, D.C. 20555-0001

Subject: OPPORTUNITY TO COMMENT ON DRAFT REVISION TO FSME PROCEDURE
SA-201 "AGREEMENT STATE LIAISON TO THE MANAGEMENT REVIEW BOARD"
(FSME-09-020)

Dear Mr. Lewis:

The Executive Board of the Organization of Agreement States (OAS) has reviewed the subject document and appreciates the opportunity to provide the enclosed comments. It is always our desire to take an active role in all Agreement States and NRC procedure modifications.

The new wording appears to clarify the responsibilities of each person and organization involved. We are happy to give our endorsement to this improved FSME procedure. The OAS Board looks forward to continuing to do its part to make the interaction of the Agreement State being reviewed as part of IMPEP and the Management Review Board (MRB) as objective as possible.

Sincerely,

Julia Schmitt, Chair
Organization of Agreement States

Cc: OAS Board

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Louisiana, Maine, Maryland, Massachusetts, Minnesota, Mississippi, Nebraska, Nevada, New Hampshire, New
Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South
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