

October 16, 2008

NOTE TO: N6476 project file

SUBJECT: Kick-off meeting

On October 14 and October 15, 2008, representatives from the Health Effects Branch/Office of Nuclear Regulatory Research (RES) and Oak Ridge Institute for Science and Education (ORISE) met at NRC Headquarters to discuss the NRC Form 189 submitted by ORISE on July 15, 2008. Terry Brock, Vince Holahan, Tony Huffert, and Katie Wagner represented RES; Donna Cragle, Betsy Ellis, Derek Hagemeyer, and Janice Watkins represented ORISE.

The meeting began with a general discussion of updating the 1990 U.S. National Cancer Institute (NCI) report, "Cancer in Populations Living Near Nuclear Facilities." It was agreed that the most up-to-date cancer mortality and census data should be obtained and analyzed in the ORISE study, and should include the years 1985 to 2007, if practicable. Currently, ORISE is working with the NCI staff to receive a copy of the protocols used for the 1990 study, and will provide RES a copy of the documents upon receipt. ORISE plans to develop protocols for this study and submit them to ORISE's Institutional Review Board for review, as required for ORISE studies that involve analysis of records involving human subjects. ORISE will submit the protocols to RES for review separately.

Additional action items noted during this discussion include:

- (1) RES will inform ORISE of the planned interactions between RES, the external peer review committee, and ORISE during the protocol and document review process;
- (2) RES and ORISE will review methods for sharing information electronically and complying with information security requirements for this project;
- (3) RES will provide ORISE a final list of NRC-licensed facilities that will be analyzed during this study;
- (4) RES will work with other NRC Offices to obtain readily available, updated GIS and census information;
- (5) RES will provide additional guidance, if needed, to ORISE and Oak Ridge National Laboratory (as a subcontractor) on publishing journal articles or reports related to the GIS portion of this study;
- (6) RES will inform ORISE of the roll-out plan for communicating the results of this study and the roles of ORISE and/or ORNL;
- (7) ORISE will submit to RES a revised spending plan that takes into account the delay in starting this project;
- (8) RES and ORISE will develop a plan for archiving records at the end of the project;

As part of the kick-off meeting, RES and ORISE staffs held a separate discussion with NRC staff from the Office of New Reactors, the Office of Nuclear Reactor Regulation, the Office of Nuclear Security and Incident Response, the Office of Public Affairs, and the Regions to review the study scope and discuss issues of importance to their Offices. Handouts and a list of participants are attached to this summary.