



UNITED STATES  
NUCLEAR REGULATORY COMMISSION  
WASHINGTON, D.C. 20555-0001

SECRETARY

April 6, 2011

Kevin C. Leuer  
Director  
Preparedness Branch  
Minnesota Division of Homeland Security &  
Emergency Management  
444 Cedar Street, Suite 223  
St. Paul, MN 55101-6223

Dear Mr. Leuer:

The U.S. Nuclear Regulatory Commission (NRC) is pleased that you will participate in a public Commission meeting on emergency preparedness, May 3, 2011, at 9:00 a.m. The meeting will be held in the Commissioners' Conference Room on the first floor of the NRC's Headquarters building at One White Flint North, Rockville, Maryland. The Commission is interested in hearing your comments, representing Minnesota Homeland Security and Emergency Management, on NRC's emergency planning rule. I am enclosing a copy of the draft meeting agenda for your information (enclosure 1). My staff will keep you informed of any updates to the agenda.

To assist the Commission in preparing for the meeting, please e-mail any written material, including slides/viewgraphs, to Ms. Rochelle Baval and Ms. Sandy Joosten ([rochelle.baval@nrc.gov](mailto:rochelle.baval@nrc.gov) and [sandy.joosten@nrc.gov](mailto:sandy.joosten@nrc.gov)) in the Office of the Secretary, by April 26, 2011, so that it can be distributed to the Commission for review in advance of the meeting. Enclosed are guidelines for slides, if you choose to use them (enclosure 2). PowerPoint is the preferred format, but other electronic presentation formats may be used. This Commission meeting will be webcast live at the Web address: [www.nrc.gov](http://www.nrc.gov). If you intend to use slides, they will also be posted on the NRC website prior to the meeting. If you have any questions, please contact Ms. Baval at 301-415-1651.

Your presentation at the Commission meeting should be based on the assumption that Commissioners are familiar with the content of your written material. Please plan your oral presentation for 5 minutes, discussing the important points on which you wish to focus the Commission's attention.

The Commission is able to offer travel funds for you to participate in the briefing, and Ms. Baval will provide you the name and contact information of the person who will assist you with getting travel authorization from NRC.

The NRC Headquarters building is located opposite the White Flint Metro Station on Rockville Pike and Marinelli Drive, Rockville, Maryland. The White Flint Metro Station is on the Red Line of the Washington area subway system. Reserved visitor parking for Commission guests is available. If you wish to use reserved parking, please notify Ms. Baval in advance. If reserved

parking has been arranged, please check-in with the security staff at the entrance to the NRC campus on Marinelli Drive when you arrive. A Security Guard will call for an escort. Please note that visitors will be screened through metal detectors, will have their packages x-rayed, and will be required to present a picture identification card prior to signing in at the registration desk.

Sincerely,

A handwritten signature in cursive script, appearing to read "Annette Vietti-Cook". The signature is written in dark ink and is positioned above the printed name.

Annette L. Vietti-Cook  
Secretary of the Commission

Enclosures:

1. Draft Agenda
2. Briefing Visuals Guidance

Draft 4/6/11

## SCHEDULING NOTE

**Title:** INFORMATION BRIEFING ON EMERGENCY PREPAREDNESS  
(Public)

**Purpose:** Provide the Commission an overview of emergency preparedness and an update on the final rule, including hearing from a representative sample of stakeholders on the final rule, the staff's summary of other comments received, the staff's views on addressing major issues in the rule and to facilitate Commission voting on the final rule.

**Scheduled:** May 3, 2011  
9:00 am

**Duration:** Approx. 3 hours

**Location:** Commissioner's Hearing Room, 1<sup>st</sup> fl. OWFN

**Participants:**

**Presentation**

**NRC Staff and FEMA**

**45 mins.\***

**Bill Borchardt**, Executive Director for Operations

**Brian McDermott**, Director for Emergency Preparedness,  
Division of Preparedness and Response, NSIR

**Robert Kahler**, Chief, Inspection and Regulatory Improvements Branch,  
Division of Preparedness and Response, NSIR

**Don Tailleart**, Team Leader, Inspection and Regulatory Improvements Branch  
Division of Preparedness and Response, NSIR

**Tim Manning**, Deputy Administrator for Protection and National Preparedness, FEMA  
[Alternate: James Kish, Director, Technological Hazards Division, FEMA]

Topics:

- Emergency Preparedness Overview
- Oversight of Emergency Preparedness Activities
- Emergency Preparedness Rulemaking and Guidance and Revision of FEMA Radiological Emergency Preparedness Program (REPP) Manual
- Description of the unique Joint NRC/FEMA process
- Review of the Process, Timeline and Openness and Transparency advances
- Summary of the Rulemaking and Guidance scope
- Summary of Comments received
- Moving forward

**Stakeholder Panel**

**25 mins.\***

**State and Local Representatives**

**Kevin Leuer**, Director, Minnesota - Preparedness Branch, Division of  
Homeland Security & Emergency Management

5 mins.\*

**Patrick Mulligan**, New Jersey Department of Environmental Protection,  
Bureau of Nuclear Engineering

5 mins.\*

**Non-Governmental Organizations**

**Mary Lampert**, Director, Pilgrim Watch

5 mins.\*

**Deborah Brancato**, Staff Attorney, Riverkeeper

5 mins.\*

**Industry**

**Thomas Joyce**, President and Chief Nuclear Officer, PSEG Nuclear

5 mins.\*

**Topic:**

- Comments on the Emergency Planning Final Rule

**Commission Q & A**

**50 mins.**

**BREAK**

**5 mins.**

**NRC Staff and FEMA Return for Commission Questions**

**50 mins.**

**NRC and FEMA Staff (same as above)**

**Discussion – Wrap-up**

**5 mins.**

\*For presentation only and does not include time for Commission Q & A's

**Documents:**

-Draft Final Emergency Planning Rule due April 8, 2011.  
Staff background material due to SECY: April 19, 2011.  
Slides due to SECY: April 26, 2011.

**PRESENTATION TITLE**

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**Date of Briefing**

**Your name, title, office**

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## **Slide Title – Arial Black 36**

- **Text (Arial Black 32) on white.**
- **Top and Side margins 1 inch min.**
- **Bottom margin 2 inch min.**
- **Number pages**
- **Explain acronyms or include a separate slide with list**