

January 14, 2013

MEMORANDUM TO: Michael F. Weber  
Deputy Executive Director for Materials, Waste,  
Research, State, Tribal, and Compliance Programs  
Office of the Executive Director for Operations

Bradley W. Jones, Assistant General Counsel  
for Reactor and Materials Rulemaking  
Office of the General Counsel

Brian E. Holian, Deputy Director  
Office of Federal and State Materials  
and Environmental Management Programs

David Lew, Deputy Regional Administrator  
Region I

FROM: Karen N. Meyer, IMPEP Administrative Coordinator */RA/*  
Division of Materials Safety and State Agreements  
Office of Federal and State Materials  
and Environmental Management Programs

SUBJECT: MINUTES: DECEMBER 17, 2012 NRC REGION III  
MANAGEMENT REVIEW BOARD (MRB) MEETING

Enclosed are the minutes of the MRB meeting held on December 17, 2012. If you have comments or questions, please contact me at (301) 415-0113.

Enclosure: Cover Page and Minutes of the  
Management Review Board Meeting

cc w/encl.: Charles Casto, Regional Administrator  
Region III

Anne Boland, Director  
Division of Nuclear Materials Safety

Earl Fordham, Washington  
Organization of Agreement States  
Liaison to the MRB

Management Review Board Members

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MINUTES: MANAGEMENT REVIEW BOARD MEETING OF DECEMBER 17, 2012

The attendees were as follows:

In person at U.S. Nuclear Regulatory Commission (NRC) Headquarters in Rockville, Maryland:

Michael Weber, MRB Chair, DEDMRT  
Brian Holian, MRB Member, FSME  
Brad Jones, MRB Member, OGC  
Joe DeCicco, Team Leader, FSME  
Lisa Dimmick, FSME

Brian McDermott, FSME  
Duncan White, FSME  
Karen Meyer, FSME  
Jack Foster, OEDO  
Michelle Beardsley, FSME

By videoconference:

David Lew, MRB Member, RI  
Chuck Casto, RIII  
Cindy Pederson, RIII  
Anne Boland, RIII  
Kathy Modes, Team Member, RI

Christine Lipa, RIII  
Patricia Pelke, RIII  
Tamara Bloomer, RIII  
Jim Lynch, RIII

By telephone:

Earl Fordham, MRB Member, WA  
Cindy Becker, Team Member, FL

Anthony Gaines, Team Member, RIV  
Janine Katanic, FSME

1. **Convention.** Ms. Lisa Dimmick convened the meeting at 2:30 p.m. (ET). She noted that this Management Review Board (MRB) meeting was open to the public; however, no members of the public participated in this meeting. Ms. Dimmick then transferred the lead to Mr. Michael Weber, Chair of the MRB. Introductions of the attendees were conducted.
2. **Region III IMPEP Review.** Mr. Joe DeCicco, Team Leader, led the presentation of the NRC Region III Integrated Materials Performance Evaluation Program (IMPEP) review results to the MRB. He summarized the review and the team's findings for the five indicators reviewed. The on-site review was conducted by a review team composed of technical staff members from the NRC and the State of Florida during the period of September 24-28, 2012. Prior to the onsite review, the team conducted inspection accompaniments. A draft report was issued to the Region for factual comment on October 24, 2012. The Region responded to the review team's findings by letter dated November 16, 2012. The last IMPEP review for NRC Region III was conducted in March 2009.

**Common Performance Indicators.** Ms. Cindy Becker presented the findings regarding the common performance indicator, *Technical Staffing and Training*. Her presentation corresponded to Section 2.1 of the proposed final IMPEP report. She noted that the Division currently has two vacant positions: a GG-13 health physicist in Materials Licensing and a GG-6 Materials Processing Assistant, which are on hold as a review process is being conducted to assess the needs of the Division. The review team found the Region's performance with respect to this indicator to be "satisfactory" and made no

recommendations. The MRB agreed that the Region's performance met the criteria for a "satisfactory" rating for this indicator.

Ms. Becker presented the findings regarding the common performance indicator, *Status of Materials Inspection Program*. Her presentation corresponded to Section 2.2 of the proposed final IMPEP report. She noted that the Region uses a database that is integrated with the Web-based Licensing system, which has not only increased efficiencies with inspection documentation, but has also decreased the amount of overdue inspections. The review team found the Region's performance with respect to this indicator to be "satisfactory" and made no recommendations. The MRB agreed that the Region's performance met the criteria for a "satisfactory" rating for this indicator.

Mr. Anthony Gaines presented the findings regarding the common performance indicator, *Technical Quality of Inspections*. His presentation corresponded to Section 2.3 of the proposed final IMPEP report. Mr. Gaines noted that inspection reports were thorough and timely, and the inspectors accompanied were well prepared, trained and knowledgeable in the performance of the inspections. The review team found the Region's performance with respect to this indicator to be "satisfactory" and made no recommendations. The MRB agreed that the Region's performance met the criteria for a "satisfactory" rating for this indicator.

Ms. Kathy Modes presented the findings regarding the common performance indicator, *Technical Quality of Licensing Actions*. Her presentation corresponded to Section 2.4 of the proposed final IMPEP report. She noted that the Materials Licensing Branch completes approximately 930 licensing actions per fiscal year. Ms. Modes further noted that the team found that the licensing actions reviewed were thorough, complete, consistent, and of high quality with health, safety, and security issues properly addressed. The team also found that the Region performs semiannual assessments of the licensing program. The review team found the Region's performance with respect to this indicator to be "satisfactory" and made no recommendations. The MRB agreed that the Region's performance met the criteria for a "satisfactory" rating for this indicator.

Mr. DeCicco presented the findings regarding the common performance indicator, *Technical Quality of Incident and Allegation Activities*. His presentation corresponded to Section 2.5 of the proposed final IMPEP report. Mr. DeCicco noted that the review team determined that the Division's responses to incidents were complete and comprehensive. Initial responses were prompt and well-coordinated, and the level of effort was commensurate with the health and safety significance. The review team found the Region's performance with respect to this indicator to be "satisfactory" and made no recommendations. The MRB agreed that the Region's performance met the criteria for a "satisfactory" rating for this indicator.

3. **MRB Consultation/Comments on Issuance of Report.** The MRB found the Region III Materials Program to be "adequate to protect public health and safety". Based on the results of the current IMPEP review, the MRB agreed that the next IMPEP review of the Region III Materials Program should take place in approximately 5 years.

4. **Precedents/Lessons Learned.** The MRB established no new precedents during this meeting.
5. **Adjournment.** The meeting was adjourned at approximately 3:20 p.m. (ET)