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Cheryl Rogers, Past-Chair, Wisconsin
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Pat Gardner, Secretary, New Jersey
Mike Welling, Director, Virginia
Stephen James, Director, Ohio

February 25, 2013

Brian J. McDermott (Director Division of Materials Safety and State Agreements, FSME)
Mailstop T8-E24
Washington, DC 20555-0001

Subject: FSME-13-014 (SA-1101)

Dear Mr. McDermott;

The Organization of Agreement States (OAS) Executive Board (Board) has reviewed the above document and offers the following comments for review by the Nuclear Regulatory Commission (NRC).

1. On page 3, Subsection IV.B.2., the Board recommends the sentence be left to state: "An OAS designee will..." as the Board has listed in its bylaws the responsible parties for taking notes. It may not be the Secretary as you have revised the procedure to state.
2. On page 3, Subsection V.A.1., the Board recommends the sentence be revised to read: "The date and time of the Monthly Teleconference will be established through collaboration with the OAS Chair and Secretary." The Board feels a "consensus of OAS board members" is not required for establishing the date and time of the monthly conference call. The Board believes these two positions are the primary representatives for the monthly conference call and have the authority and responsibility to coordinate with the NRC.
3. On page 3 in Section V.A., it does not state who in the NRC is responsible for supplying agenda topics or reaching out to other federal agencies for topics. The Board recommends a step be added listing a responsible party for providing agenda topic and reaching out to federal agencies such as DOE, DND, FBI, etc.
4. On page 4, Subsection V.A.1., the Board recommends the sentence be revised to read: "will collaborate with the OAS Chair and Secretary to establish..."
5. On page 4, Subsection V.A.3., the Board recommends that the sentence be revised to read: "The list of participants include representatives of FSME, OAS Board, OAS, CRCPD Board, NRC staff and other interested state and federal parties."
6. On page 4, Subsection V.B., the Board recommends that the sentence be revised to read: "The Teleconference Project Manager will begin ..."
7. On page 5, Subsection V.B., the Board recommends that the sentence "At the end of the agenda, the Teleconference Project Manager will open the line to additional comments and questions" be removed and an agenda item be placed on each monthly teleconference call which states "Other items".

8. On page 5, Subsection V.B., the Board recommends this sentence be added to the end: The Teleconference Project Manager will ask the OAS Board designee taking notes if they have any questions of the participants to ensure the notes are complete.

We appreciate the chance to comment on this subject, and stand ready to answer any questions you may have.

Sincerely,

A handwritten signature in cursive script that reads "Alan Jacobson". The signature is written in dark ink and is positioned above the typed name and title.

Alan Jacobson, Chairman
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