



**UNITED STATES  
NUCLEAR REGULATORY COMMISSION**  
REGION IV  
1600 E. LAMAR BLVD  
ARLINGTON TX 76011-4511

September 10, 2015

Dr. Nathaniel Smith, MD, MPH, Director of Health  
and State Public Health Officer  
Arkansas Department of Health  
4815 W. Markham Street  
Little Rock, AR 72205

Dear Dr. Smith:

In order to help both Agreement States and the NRC remain knowledgeable of each other's programs and to conduct planning for the next IMPEP review, the IMPEP process includes holding one-day periodic meetings with Agreement States between IMPEP reviews.

In accordance with NMSS Procedure SA-116, we request a meeting, no longer than one day, to discuss your Agreement State program and share programmatic information. This letter confirms that, after previous coordination with Jared Thompson of your staff, the meeting is scheduled for Thursday, October 15, 2015, and will be held in the Radiation Control Program office. Following the meeting, NRC would like to meet with you and your staff to discuss the status of your Radiation Control Program. In addition to me, a staff member from the Office of Nuclear Materials Safety and Safeguards (NMSS) and a management representative from NRC's Region IV office may also be in attendance.

Based on our previous discussions, the likely topics for discussion at the meeting are listed on the enclosed agenda. If there are any additional specific topics you would like to cover, or if you would like to focus on a specific area, please let me know. If you have any questions, please call me at 817-200-1143 or via e-mail at [Randy.Erickson@nrc.gov](mailto:Randy.Erickson@nrc.gov).

Sincerely,

**/RA/**

Randy Erickson  
State Agreements Officer  
Division of Nuclear Materials Safety

Enclosure:  
Arkansas Periodic Meeting Agenda

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Sincerely,

**/RA/**

Randy Erickson  
 State Agreements Officer  
 Division of Nuclear Materials Safety

Enclosure:  
 Arkansas Periodic Meeting Agenda

**DISTRIBUTION:**

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<input type="checkbox"/> SUNSI Review		ADAMS	<input checked="" type="checkbox"/> Publicly Available	<input checked="" type="checkbox"/> Non-Sensitive	Keyword:	
By: BKT		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Non-Publicly Available	<input type="checkbox"/> Sensitive		
OFFICE	RIV: SAO					
NAME	RErickson					
SIGNATURE	<b>/RA/</b>					
DATE	9/10/15					

**OFFICIAL RECORD COPY**

## **Agenda for Periodic Meeting with Arkansas**

Topic areas for discussion during the meeting may include:

1. Program challenges.
2. Program reorganizations:  
  
Discuss any changes to the program organization, including program/staff relocations and new appointments.
3. Changes in program budget/funding.
4. Feedback on the NRC's program.
5. Status of the State's program, including:
  - a. Technical Staffing and Training (2013 IMPEP: Satisfactory)
    1. The review team recommends that the State provide refresher training to the inspection staff on the inspection procedures and incorporate the inspection procedures into the training and qualification program for inspectors to ensure consistent implementation during inspections.
      - i) Number of staff in the program and status of their training and qualifications.
      - ii) Any program vacancies.
      - iii) Staff turnover since the last IMPEP review.
      - iv) Adequacy of FTEs for the materials program.
      - v) Status of implementation of IMC 1248
  - b. Status of the Materials Inspection Program (2013 IMPEP: Satisfactory)
    - i) Number of inspection performed overdue since the last IMPEP review.
    - ii) Number of inspections currently overdue.
    - iii) Number of initial inspections completed on time and overdue since the last IMPEP review.
    - iv) Status of reciprocity inspections since the last IMPEP.
  - c. Technical Quality of Inspections (2013 IMPEP: Satisfactory)
    - i) Status of inspector accompaniments.
  - d. Technical Quality of Licensing (2013 IMPEP: Satisfactory but needs improvement)
    1. The review team recommends that the State revise its licensing procedures to include current guidance to determine and document the basis of confidence for all new applications and transfers of control that radioactive materials will be used as intended, prior to

authorizing the material on the license; and provide staff with training on the process and changes to the Program's licensing procedures.

- i) Number of licensing actions and types performed since the last IMPEP review.
- e. Technical Quality of Incidents and Allegations (2013 IMPEP: Satisfactory)
  - 1. The review team recommends that the State strengthen its incident response program by developing guidance and providing training to the staff on evaluating and responding to reported medical events.
    - i) Status of allegations and concerns referred by the NRC for action.
    - ii) Significant events and generic implications.
    - iii) Event reporting, including follow-up and closure information in NMED.
  - f. Compatibility Requirements (2013 IMPEP: Satisfactory)
    - i) Regulations
      - a. Discuss status of State's regulations and actions to keep regulations up to date, including the use of legally binding requirements.
      - b. Part 37 adoption
    - ii) Legislative changes affecting the program.
- 6. Information Exchange:
  - i). Current State initiatives
  - ii). Current NRC initiatives
- 7. Additional Topics
- 8. Next Steps