



UNITED STATES  
NUCLEAR REGULATORY COMMISSION

REGION I  
2100 RENAISSANCE BLVD., SUITE 100  
KING OF PRUSSIA, PA 19406-2713

June 9, 2016

W. Lee Cox, Chief  
Radiation Protection Section  
Division of Health Service Regulation  
Department of Health and Human Services  
1645 Mail Service Center  
Raleigh, NC 27699-1645

Dear Mr. Cox:

In order to help the Agreement States and the U.S. Nuclear Regulatory Commission (NRC) remain knowledgeable of each other's program, the NRC conducts one-day periodic meetings with Agreement States between IMPEP reviews. This letter confirms that, through previous coordination, the meeting has been scheduled for September 15, 2016, and will be held in your offices. The meeting will be conducted in accordance with Office of Federal and State Materials and Environmental Management Programs Procedure SA-116, *Periodic Meetings Between IMPEP Reviews*.

The likely topics for discussion at this meeting are listed in 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 contact me at (610) 337-5214 or via e-mail at [monica.ford@nrc.gov](mailto:monica.ford@nrc.gov).

Sincerely,

*/RA/*

Monica Lynn Ford  
Regional State Agreements Officer  
Division of Nuclear Materials Safety  
U.S. NRC Region I

Enclosure:  
Draft Agenda for September 15, 2016  
Periodic Meeting with North Carolina

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Distribution:

L. Dimmick, NMSS      D. Collins, NMSS      P. Michalak, NMSS  
K. Meyer, NMSS      P. Henderson, NMSS      M. Ford, RI DNMS  
J. Trapp, RI DNMS      J. Nick, RI DNMS      D. Janda, RI DNMS

**SUNSI Review Complete: MLF (Reviewer=s Initials)**

S:\State Agreement Files\North Carolina\NC September 2016 Periodic Meeting Letter and Draft Agenda.docx  
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OFFICE	DNMS/RI								
NAME	MFord/mlf								
DATE	06/09/16								

## Draft Agenda for Periodic Meeting with North Carolina

Topic areas for discussion during the meeting may include:

1. Strengths and/or weaknesses of the State program as identified by the State or the NRC, including identification of actions that could strengthen the program.
2. Program reorganizations:  
  
Discuss any changes in program organization, including program/staff relocations and new appointments.
3. Changes in program budget/funding.
4. Feedback on the NRC's program as identified by the State, including identification of any action that should be considered by the NRC.
5. Status of the State's program, including:
  - a. Technical Staffing and Training (2014 IMPEP: Satisfactory but needs improvement)
    - i) Number of staff in the program and status of their training and qualifications;
    - ii) Program vacancies;
    - iii) Staff turnover; and,
    - iv) Adequacy of FTEs for the materials program.

Recommendation 1: The review team recommends that the State update its training qualification program to be consistent with IMC 1248, "Formal Qualification Program for Federal and State Material and Environmental Management Programs" and the State apply this program to all technical staff currently going through the qualification process and all new staff that are hired.

- b. Status of the Materials Inspection Program (2014 IMPEP: Satisfactory)
        - i) Number of inspection performed overdue since the last IMPEP review
        - ii) Number of inspection currently overdue
        - iii) Number of initial inspections completed on time and overdue since the last IMPEP
        - iv) Reciprocity inspections since the last IMPEP

Recommendation 2: The review team recommends that the State implement procedures and a new tracking system to ensure that less than 10 percent of Priority 1, 2, and 3 and initial inspections are completed overdue.

- c. Technical Quality of Inspections (2014 IMPEP: Satisfactory)

- d. Technical Quality of Licensing (2014 IMPEP: Satisfactory)
- e. Technical Quality of Incidents and Allegations (2014 IMPEP: Satisfactory)
  - 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 (2014 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
- g. Sealed Source and Device Evaluation Program (2014 IMPEP: Satisfactory but needs improvement)
  - i) Technical Staffing and Training
  - ii) Technical Quality of Product Evaluation Program
  - iii) Evaluation of Incidents and Defects

Recommendation 3: The review team recommends that the State identify, develop and implement processes to ensure official sealed source and device registry documents are complete, legible, accounted for, and are readily accessible to those who are determined to have a need to know the information.

- 7. Information exchange and discussion:
  - a. Current State initiatives;
  - b. Emerging technologies;
  - c. Large, complicated, or unusual authorizations for use of radioactive materials;
  - d. State's mechanisms to evaluate performance; and,
  - e. NRC current initiatives.
- 8. Additional Topics
- 9. Next IMPEP (tent. March 2018)