



UNITED STATES  
NUCLEAR REGULATORY COMMISSION

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

February 17, 2017

Steven Harrison, Director  
Office of Radiological Health  
Virginia Department of Health  
James Madison Building  
109 Governor Street, Room 736  
Richmond, VA 23219

Dear Mr. Harrison:

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 April 25, 2017, 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 April 25, 2017  
Periodic Meeting with Virginia

February 17, 2017

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Office of Radiological Health  
Virginia Department of Health  
James Madison Building  
109 Governor Street, Room 736  
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Monica Lynn Ford  
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Enclosure:  
Draft Agenda for April 25, 2017  
Periodic Meeting with Virginia

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

S:\State Agreement Files\Virginia\VA April 2017 Periodic Meeting Letter and Draft Agenda.docx

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**ML17052A006**

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NAME	MFord/mf								
DATE	2/17/17								

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## Draft Agenda for Periodic Meeting with Virginia

Topic areas for discussion during the meeting may include:

1. Program reorganizations:  
Discuss any changes in program organization, including program/staff relocations and new appointments.
2. Changes in program budget/funding.
3. Feedback on the NRC's program as identified by the State, including identification of any action that should be considered by the NRC.
4. Status of the State's program, including:
  - a. Technical Staffing and Training (2014 IMPEP: Satisfactory)
    - 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.
  - 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; and,
    - iv) Reciprocity inspections since the last IMPEP
  - 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; and,
    - 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.

- ii) Legislative changes

- 5. 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.

- 6. Additional Topics

- 7. Next IMPEP review