



UNITED STATES  
NUCLEAR REGULATORY COMMISSION

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

February 28, 2017

David Matos, Manager  
Radioactive Materials Program  
Environmental Protection Division  
Georgia Department of Natural Resources  
4244 International Parkway, Suite 120  
Atlanta, GA 30354

Dear Mr. Matos:

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 May 22, 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 May 22, 2017  
Periodic Meeting with Georgia

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

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Periodic Meeting Letter and Draft Agenda.docx

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NAME	MFord/mf								
DATE	2/28/17								

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## Draft Agenda for Periodic Meeting with Georgia

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 (2016 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.
    - v) **Recommendation 1:** The MRB recommends that the Program management develop a strategy to address staff retention and implement corrective actions to mitigate the causes of the Program's turnover to ensure satisfactory program performance is sustained.
  - b. Status of the Materials Inspection Program (2016 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.
    - v) **Recommendation 2:** The MRB recommends that Program management implement corrective actions and make necessary adjustments to ensure satisfactory program performance is sustained with regard to reciprocity inspections

- c. Technical Quality of Inspections (2016 IMPEP: Satisfactory)
    - i) **Recommendation 3:** The review team recommends that the Program develop and implement training for inspections on the examination of the written directives and NRC Inspection Procedure 87132, Brachytherapy Programs.
  - d. Technical Quality of Licensing (2016 IMPEP: Satisfactory but needs improvement)
    - i) **Recommendation 4:** The review team recommends that the Program verify that all previously approved radiation safety officers for medical licenses have an attestation by a preceptor RSO, including that the individual has completed training in the radiation safety, regulatory issues, and emergency response procedures for the appropriate license type.
    - ii) **Recommendation 5:** The review team recommends that the Program management develop and implement training and guidance that provides the staff with the tools necessary to accurately complete the Program's pre-licensing requirements for each new license.
  - e. Technical Quality of Incidents and Allegations (2016 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 (2016 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 Periodic Meeting