

January 5, 2018

MEMORANDUM TO: File

FROM: Anna Therese McGowan, Chief /RA/  
Information Services Branch  
Governance and Enterprise Management Services Division  
Office of the Chief Information Officer

SUBJECT: ADAMS PUBLIC USER GROUP MEETING MINUTES,  
NOVEMBER 8, 2017

This memo accompanies a summary of the 33rd meeting of the ADAMS User Group.

This public meeting was held on Wednesday, November 8, 2017, in the Public Document Room of the U.S. Nuclear Regulatory Commission.

Enclosures:

ADAMS User Group Meeting Summary  
Meeting Announcement: [ML17284A275](#)

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**Wednesday, November 8, 2017**

**2:00 p.m.–2:35 p.m.**

**U.S. Nuclear Regulatory Commission (NRC) Headquarters**

**Public Document Room O-1 F21**

**Agenda for ADAMS User Group Meeting #33**

1. General Announcements—Anna McGowan (2:00–2:10 p.m.)
2. Member Issues and Questions—Anna McGowan (2:10–2:20 p.m.)
3. New Business or Questions—Anna McGowan (2:20–2:35 p.m.)
4. Adjournment (2:35 p.m.)

Next Meeting: Autumn 2018

## **U.S. Nuclear Regulatory Commission Public Meeting Summary**

**Title:** Agencywide Documents Access and Management System (ADAMS) User Group Meeting

**Meeting Identifier:** ML17284A275

**Date of Meeting:** Wednesday, November 8, 2017

**Location:** U.S. Nuclear Regulatory Commission Public Document Room, Rockville, MD

**Type of Meeting:** Category 3

**Purpose of the Meeting(s):**

To provide updates on the ADAMS system and answer questions from public ADAMS users.

**General Details:**

The meeting began at 2:00 p.m. with introductions and general announcements by Anna McGowan, Chief of the NRC's Information Services Branch. Five NRC staff members were present.

Approximately four members of the public participated in the meeting remotely using a teleconference line. All four public participants asked questions about searching ADAMS and provided comments. Meeting participants included representatives of Duke Energy and Westinghouse, as well as two members of the public.

The remaining portion of the meeting was dedicated to ADAMS User Group member issues and questions. The meeting ended at approximately 2:35 p.m.

## **Announcements:**

Anna McGowan stated that the NRC had received one comment before the meeting:

Comment: There should be better crosslinks between ADAMS and DOE/OSTI SciTech Connect database with regard to the latter's inventory of NRC-funded documents that do not appear in ADAMS. Is there a plan to do this?

Answer: [ADAMS](#) and DOE/OSTI [SciTech Connect](#) are two separate databases, and they do not have any connection to one another. With the NRC's current budget situation, we do not anticipate that there will be any future plan to connect the two systems.

## **Public Participation Themes:**

During the public question and answer portion of the meeting, the NRC Public Document Room (PDR) staff received several questions. The PDR staff provided some answers during the meeting and researched other answers after the meeting. Below are the questions, followed by the staff's answers.

### **ADAMS Searching**

Question: I have difficulty searching and finding things in ADAMS, so I sometimes use Google to search for NRC documents. 1. Is there a way in public (Web-based) ADAMS to show that non-public documents exist, even if the full text of the documents are not available? 2. Could we include more Google search algorithms in ADAMS?

Answers: 1. You can contact the staff of the PDR to check on the existence of a nonpublic document, but due to security concerns, there are no current plans to show the existence of nonpublic documents in public ADAMS. Another participant supported the option of identifying accession numbers to verify that a record existed, even if it was not publicly available. He felt that it was better to know that the document exists rather than wonder if you had used the correct search strategy. We encouraged all of the participants to contact the librarians for help in locating agency documents. (2) At this point, we cannot include Google algorithms in ADAMS.

Question: I appreciate the services of the PDR staff. I was searching for information on a pioneer in nuclear development, but could not find anything from the NRC about him. I would like to know how commercial isotope production is related to noncommercial nuclear development.

Answer: The NRC historian might have written on this subject. This information might also be nonpublic. You can contact the PDR staff for assistance with search strategies for these topics.

### **Use of Flash Drives in the Public Document Room**

Question: I frequently visit the PDR in person to search for ADAMS Public Legacy

documents. I know I can use the Internet to e-mail NRC documents to myself, but why can't I use a USB drive in the PDR?

Answer: A public USB drive (Universal Serial Bus, also known as a flash or a thumb drive) can easily be infected without the owner's knowledge, since it may be used in many different computers. It is common for one infected USB drive to infect many computers; USB drives, in fact, are one of the leading causes of system infection with malicious software. To minimize this risk, the NRC prohibits the use of public USB drives in NRC computers.

PDR users can also save their documents, scanned from the microfiche, as PDF files, and then send the files to their e-mail accounts or use an application such as Dropbox to save their files.

**Action Items/Next Steps:**

Anna McGowan asked the participants how often future ADAMS User Group meetings should be held. The consensus among the participants was that there should be an annual meeting in the autumn.

The next ADAMS User Group meeting will be held in autumn 2018. The PDR staff will post an announcement of the meeting date and details on the NRC's [ADAMS User Group](#) Web page and in the NRC's [Public Meeting Schedule](#). The PDR staff will also distribute an announcement through the ADAMS GovDelivery Subscription Service [listserv](#).

**Enclosure:**

1. Meeting Announcement: [ML17284A275](#)