

CERTIFIED
J. Ernest Wilkins/Chmn
Date: 4/8/94

Summary of Minutes
ACRS Planning & Procedures
Subcommittee Meeting
December 8, 1993

Attendees

ACRS

J. E. Wilkins, Jr, Chairman
J. C. Carroll
W. J. Lindblad

ACRS Staff

J. T. Larkins, Executive Director
R. P. Savio
S. Duraiswamy
M. F. Lee
M. L. MacWilliams

Others

M. Taylor, part time, EDO

Purpose

To discuss aspects of ACRS activities related to:

1. ACRS Fellowship Program
2. ACRS Elections
3. RSK Meeting
4. Thermal Reactor Safety Meeting
5. ACRS Staff
6. Budget Letter
7. NRR Items of Interest
8. Future Activities

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Additional Matters Discussed

1. Use of Consultants
2. Press Release to announce 1994 openings on ACRS

Discussion/Conclusions

- 1) ACRS FELLOWSHIP PROGRAM (Open)

It was noted that the Fellowship Manual Chapter has been forwarded to OP, OGC and the Commission for review and comment.

- 2) ACRS ELECTIONS (Open)

The election for the 1994 Chairman, Vice Chairman and the Member-at-Large of the Planning and Procedures Subcommittee are scheduled to be held on December 10. The following members have notified the Executive Director that they wish to withdraw their name from consideration:

DECLINED FOR ANY OFFICE

Ivan Catton, Hal Lewis, Charles Wylie, C. Michelson

DECLINED FOR CHAIRMAN/VICE CHAIRMAN

Jay Carroll, William Lindblad

- 3) RSK MEETING (Open)

We have received a letter (pages 1 - 4) from the Chairman of the RSK on "Measures to prevent containment failure in case of hydrogen combustion processes during postulated severe accidents." They are requesting that "1-2 (eventually also 3) experts" attend this meeting, such as Drs. Catton, Kress & Wilkins. The subcommittee also discussed whether it would be appropriate for a member of the NRC staff to also attend.

- 4) THERMAL REACTOR SAFETY MEETING (Open)

Eric Beckjord sent each member an announcement of the BNES/ENS International Conference on Thermal Reactor Safety Assessment which will be held in Manchester, UK on May 23-26, 1994. He asked ACRS members to pass this information on to their colleagues. (pages 5 - 7)

- 5) ACRS STAFF (Open)

Gary Quittschreiber's last day was December 3, 1993. Herman Alderman will be retiring as of December 30, 1993. Noel F. Dudley has been selected as a Senior Staff Engineer in the Nuclear Reactors Branch. He is currently scheduled to report aboard on January 24.

6) BUDGET LETTER (Open)

The Executive Director has forwarded a letter to the Chairman and Commissioners asking for relief from the proposed budget reductions for FY 95-96.

7) NRR ITEMS OF INTEREST (Open)

The NRR staff in their Items of Interest for the week ending November 12, discussed the November 4th ACRS Full Committee Meeting on GE Instrumentation and Control Systems. They stated that: "As a result of the meeting, that the ACRS has agreed with the approach the staff has taken and documented in Section 7 of the ABWR safety evaluation report which relies on approval of: 1) the I&C system architecture and functional requirements 2) the software development process with commitments to the industry standards, 3) the phased staff audit of the process, and 4) compliance with the Commission-approved diversity position."

This matter was discussed with Matt Taylor. He will remind the staff that ACRS does not "agree" to a position until a formal vote is taken or a letter is written.

8) FUTURE ACTIVITIES (Open)

A separate future activities handout was given to the Subcommittee and discussed. This matter will again be discussed at a Future Activities session at the December 1993 Full Committee meeting.

OTHER MATTERS DISCUSSED1) USE OF CONSULTANTS (Open)

The subcommittee discussed the adequacy of the process for nominating and appointing new consultants. This discussion stems from a concern expressed by Dr. Catton pertaining to his recommendation to appoint Dr. Karydas as an ACRS consultant. An ACRS member who desires to have arrangements made for the appointment of a new consultant to the committee should notify the Assistant Executive Director for Operations who, in turn, will contact the ACRS Chairman or his designee, who has the authority to decide whether appointment to the Panel of ACRS consultants should proceed. (The ACRS Chairman has ordinarily delegated this authority to the Vice Chairman.)

The ACRS staff must be involved when members contemplate the use of consultants. When a member needs to task a consultant, the cognizant engineer or Branch Chief should be notified. Any task assigned to a consultant by a member should be clearly defined and should go through the cognizant ACRS staff engineer. At the completion of the task and before any payments for compensation or travel are processed, the engineer and Branch Chief must certify that the task has been satisfactorily completed.

2) PRESS RELEASE TO ANNOUNCE 1994 OPENINGS ON ACRS (Open)

The Subcommittee expressed its displeasure that the press release which had been given to all ACRS members at the November meeting, had not yet been distributed widely.