

**National Materials Program
Pilot Project Chairs Teleconference Meeting
September 22, 2003
10:00 AM - 12:00 PM**

Agenda

1. General Discussion
2. Upcoming NMP Presentations at OAS Meeting
3. Progress Report of Each Pilot Project
 - Pilot #1
 - Pilot #2
 - Pilot #3
 - Pilot #4
 - Pilot #5
4. Milestones and Schedule
 - Updating
 - Documenting staff time
5. Success Measures in SECY-02-0074

Notes from Meeting

Start Time: 10:00 AM Eastern Time

Attendees: Kevin Hsueh, Shawn Smith, Ruth McBurney, Jan Endahl, Mike Markley,
Kathy Allen, Tom Young

1. General Discussion

Pilot Chairs support having a joint public meeting in March 2004 at NRC headquarters. A specific date will be determined in the upcoming conference call.

2. Upcoming NMP Presentation at OAS Meeting

Pilot Chairs discussed the upcoming NMP presentation at the OAS meeting. Kevin will finalize the slides based on the Pilots' input, and send both electronic and hard copies of the final slides to Kathy to be used in the meeting.

3. Progress Report of Each Pilot Project

-Pilot #1

The Working Group (WG) briefed senior NRC managers, and the leadership of OAS and CRCPD its approach to prioritize the regulatory needs on September 10. Among the three options, the OAS, CRCPD and NRC management supported the option recommended by the WG. During the briefing, the WG also received comments on the proposed framework to identify and prioritize regulatory needs. Overall, the briefing went well. The WG has received responses on the prioritization worksheet from several States. The responses are due on October 10. However, the WG will continue to collect the responses at the OAS meeting. The next WG meeting is scheduled on September 24-25. The WG is expected to complete its final products by the end of January 2004.

-Pilot #2

The WG is currently in the second phase of its project which involves an evaluation of the application of the criteria and process on a volunteer program. The WG sent out 12 letters to potential volunteers to solicit their comments on the draft criteria and process, and invited their participation in a test case. Among the 12 potential volunteers, eight expressed interest in participation and four declined. Based on their responses, the WG has selected Louisiana to participate in the test case. The WG plans to discuss the Louisiana test case during telephone conference calls on October 28 and 30, and complete the test case by the end of November. The WG expects to receive comments on the draft criteria and process from the potential volunteers by October 1 and will discuss the input received during an October 9 conference call. The WG is expected to complete its final products by the end of December 2003.

-Pilot #3

The WG has been conducting by-weekly conference calls to discuss findings on review of regulatory guidance for evaluating operating experience. The WG continues to interview NRC and State managers, inspectors, and license reviewers associated with operating experience evaluation to identify gaps and opportunity for improvement. The WG has selected two test cases involving portable gauges and intravascular brachytherapy events. The WG is expected to complete its final products by the end of January 2004.

-Pilot #4

Pilot 4 briefed NRC senior managers, and the leadership of OAS and CRCPD on the status of the Pilot Project on September 10, and received suggestions on potential candidates for guidance development during the briefing. Pilot 4 plans to review the list of regulatory needs collected by Pilot 1 to look for potential candidates and will continue to search appropriate licensing and inspection guidance to be developed under this Pilot Project.

-Pilot #5

A final version of IMC 2800 and its associated documents have been completed and is scheduled to be reviewed by the Steering Committee within a couple weeks. The WG will continue to work on the success measures to be addressed in the WG report. The WG is expected to complete its final products by the end of December 2003.

4. Milestones and Schedule

Changes on the milestones and schedule established under the Pilot Projects Implementation Plan were discussed. It was suggested that a summary of the milestones and schedule to be included as an Attachment to the March progress report. Chairs were requested to provide State staff time spent on the WG projects on a monthly basis.

5. Success Measures in SECY-02-0074

It was noted that some of the success measures may not be applicable to all the Pilot Projects. Pilot Chairs discussed the option of modifying the existing language to reflect changes since the launch of the Pilot Projects. Pilot Chairs decided that Pilots should refer to the existing language in addressing the success measures and discuss applicability of the success measures in their reports. It was determined that this item will be removed from the future agenda unless new issues arise for discussion.