

**National Materials Program
Pilot Project Chairs Teleconference Meeting
October 20, 2003
10:00 AM - 12:00 PM**

Agenda

1. General Discussions
2. Progress Report of Each Pilot Project
 - Pilot #1
 - Pilot #2
 - Pilot #3
 - Pilot #4
 - Pilot #5
3. Milestones and Schedule
 - Updating
 - Documenting staff time
4. Discussion on Format of Progress Report

Notes from Meeting

Start Time: 10:00 AM Eastern Time

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

1. General Discussions

A joint public meeting will be held on March 24, 2004 at NRC headquarters. The purpose of the meeting is to inform stakeholders of the status of the National Materials Program (NMP) and the progress made by the pilots, and receive feedback before the final NMP Commission paper is finalized. Lance Rakovan of NRC will serve as the meeting facilitator.

2. Progress Report of Each Pilot Project

-Pilot #1

The Working Group (WG) held a workshop at the OAS meeting and received positive feedback from the meeting participants. The WG has received responses on the prioritization worksheet from 25 Agreement States. NRC headquarters and regional offices have also provided responses. The next WG meeting is scheduled on November 20-21 in Austin, TX. 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 has selected Louisiana among the eight potential volunteers who expressed interest to participate in a test case. The WG plans to discuss the Louisiana test case during conference calls on October 28 and 30, and complete the test case by the end of November. In addition, the WG has received comments on the draft criteria and process from five potential volunteers. The WG began discussing these comments during an October 9 conference call and will continue its effort in the upcoming October 23 conference call. The WG is expected to complete its final products by the end of December 2003.

-Pilot #3

The WG continues to survey/interview managers, inspectors, and license reviewers to identify opportunities to improve operating experience evaluation for use by NRC and Agreement States. In October, the WG provided a presentation and conducted a survey during the annual OAS meeting. The WG is scheduled to have a conference call, which is open to the public on October 20, to discuss efforts conducted by several Agreement States. The WG is scheduled to make a presentation on its status and progress at the biannual ACMUI meeting on November 12. The WG is expected to complete its final products by the end of January 2004.

-Pilot #4

Pilot 4 Chair was not able to participate in the conference call.

-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 on October 21. The WG will continue to work on the success measures and lessons learned to be included in the WG report. The WG is expected to complete its final products by the end of December 2003.

3. Milestones and Schedule

Changes to the information documented in the milestones and schedule report were discussed. It was noted that more than 2,000 hours have been spent in the NMP related activities since last December. Pilot Chairs were requested to provide State staff time spent on the WG projects on a monthly basis.

4. Discussion on Format of Progress Report

Each Pilot is expected to prepare a summary report to be included as an attachment to the progress report. In addition, an executive summary covering all the Pilot Projects will also be attached to the progress report. Pilot Chairs discussed major items that need to be covered in the summary report. These items are expected to be finalized in the upcoming conference call.