



**UNITED STATES
NUCLEAR REGULATORY COMMISSION**
REGION I
475 ALLENDALE ROAD, SUITE 102
KING OF PRUSSIA, PA 19406-1415

August 22, 2025

Charles Burns, Assistant Director
Bureau of Environmental Radiation
Protection
New York State Department of Health
Corning Tower Room 1237
Empire State Plaza
Albany, New York 12237

Christanna Kendrot, Chief
Field Operations
Office of Radiological Health
New York City Department of Health
and Mental Hygiene
Office of Radiological Health
42-09 28th Street
Long Island, NY 11101

Kevin Wood, P.E., Director
Bureau of Hazardous Waste and
Radiation Management
New York State Department of
Environmental Conservation
Division of Materials Management
625 Broadway
Albany, NY 12233

SUBJECT: NEW YORK PERIODIC MEETING SCHEDULING LETTER AND AGENDA

Dear Charles Burns, Christanna Kendrot, and Kevin Wood:

To help the Agreement States and the U.S. Nuclear Regulatory Commission (NRC) remain knowledgeable of each other's program and to initiate planning for the next Integrated Materials Performance Evaluation Program (IMPEP) review, the NRC conducts one-day periodic meetings with Agreement States in between IMPEP reviews.

In accordance with the Office of Nuclear Material Safety and Safeguards (NMSS) Procedure SA-116, "Periodic Meetings between IMPEP Reviews," and after previous coordination with you, we have scheduled the periodic meeting for September 25, 2025. The meeting will be held at the Department of Health (DOH) and Department of Environmental Conservation offices in Albany, New York. We will conduct a Teams meeting with the New York City Health Department from the DOH office.

Based on our previous discussions, the likely topics for discussion at the meeting are listed on 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 call me at 610-337-5102, or via email at shawn.seeley@nrc.gov.

Sincerely,



Signed by Seeley, Shawn
on 08/22/25

Shawn W. Seeley
Regional State Agreements Officer
Division of Nuclear Materials Safety

Enclosure:
New York Periodic Meeting Agenda

**Periodic Meeting Agenda with New York Department of Health;
New York Department of Environmental Conservation; and
New York City Department of Health and Mental Hygiene
September 25, 2025**

Topic areas for discussion during the meeting may include:

1. Program reorganizations:

Discuss any changes to the program organization, including program/staff relocations and new appointments.
2. Changes in program budget/funding.
3. Status of the State's program, including:
 - a. Legislation, Regulations, and Other Program Elements, if applicable - 2024 IMPEP - Unsatisfactory
 - ii. Regulations
 - a. Compatibility requirements
 - b. Discuss status of State's regulations and actions to keep regulations up to date, including the use of legally binding requirements and sunset requirements.
 - iii. Legislative changes affecting the program.
 - iv. Sunset Requirements
 - v. Other Program Elements

Recommendation:

1. New York Department of Health (DOH) and Department of Environmental Conservation (DEC) establish processes, with appropriate milestones, to expedite the review and adoption of the U.S. Nuclear Regulatory Commission (NRC) regulations in accordance with the current NRC policy on adequacy and compatibility with the goal of adopting all overdue regulations by the next Integrated Materials Performance Evaluation Program (IMPEP) review.
 2. New York should update its incident and allegation procedures, ensure that they are appropriately consistent for their activities, and train staff on the updated procedures.
- b. Low-Level Radioactive Waste Disposal Program (LLRW), 2022 IMPEP – Satisfactory, but Needs Improvement
 - i) Technical Staffing and Training
 - ii) LLRW Status of the Inspection Program
 - iii) LLRW Technical Quality of Inspections
 - iv) LLRW Technical Quality of Licensing
 - v) LLRW Technical Quality of Incident and Allegation Activities

Enclosure

Recommendation:

1. New York DEC should update LLRW Disposal Program training and qualification procedures to adopt the essential objectives in the NRC Inspection Manual Chapter (IMC) [IMC 1248](#), "Formal Qualifications Program for Federal and State Material and Environmental Management Programs," Appendix E including initial qualification requirements for independent self-study, on-the-job training, specialized training, and refresher training.
 2. New York DEC should develop, train staff on, and implement procedures for the generation, approval, distribution, management, and retention of the LLRW Disposal Program licensing, permitting, and inspection documentation. Additionally, New York DOH's inspection procedure should clearly specify inspection of the LLRW site.
 3. The New York DEC should update incident and allegation procedures to describe protection of the identities of concerned individuals, as allowed by law.
4. Information Exchange:
- a. Current program initiatives;
 - b. Emerging technologies;
 - c. Large, complicated, or unusual authorizations for use of radioactive materials;
 - d. Major decommissioning and license termination actions;
 - e. Mechanisms to evaluate performance such as self-audits;
 - f. Operating/strategic plan metrics and outcomes, if applicable; and,
 - g. Current NRC initiatives.
5. Schedule for the next IMPEP review (September 2026).
 6. Next Steps/Meeting Summary/Q&A.
 7. Exit with Senior Management if requested by the NRC or Agreement State.

NEW YORK PERIODIC MEETING SCHEDULING LETTER AND AGENDA DATE August 22, 2025

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NAME	SSeeley	SS		
DATE	Aug 22, 2025			

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