

January 4, 2001

**FINAL**

SUBJECT: December 18, 2001 NRC Center  
Management Meeting Report

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CNWRA

W. Patrick  
B. Sagar  
H. Garcia  
J. Russell  
B. Mabrito

## MEETING REPORT

SUBJECT: NRC Center Management Meeting

DATE AND PLACE: December 18, 2001  
NRC Headquarters

AUTHOR: E. Whitt, NRC

### NRC/Center Attendance:

J. Linehan	W. Patrick
D. DeMarco	B. Sagar
B. Meehan	H. Garcia
E. Whitt	J. Russell
K. Stetson	

Partial Attendance: J. Ciooco, DWM, J. Badrian, OCIO, and J. Shields, OCIO.

No agreements were reached at this meeting.

Action items assigned are as indicated in the attached table.

## ACTION ITEMS

Item Description	Responsible Party	Due Date	Completed
1) NRC guidance is needed on retention of Center-generated documents that may be used to support future NRC licensing actions. DWM will be the lead for consolidating input on LSN, ADAMS, FOIA, QA, and any other NRC requirements that affect the Center. A Center Ticket will be issued. Guidance on the scope, period of retention, and provision for records turnover is needed.	DWM/OGC/ CNWRA Ciocco/Young/ Mackin	6/30/01 <b>Revised Due Date 2/28/02</b>	<b>Open</b> Ciocco sent draft guidance on the applicability of the LSN to the CNWRA on 12/6/01. CNWRA is reviewing, editing, and will return to Ciocco. OGC will review then the guidance will be presented to High-Level Waste Management Board for approval to transmit the final guidance to the CNWRA.
2) CNWRA will develop and provide to NRC a schedule for installing and implementing a firewall between the CNWRA and NRC.	CNWRA/OCIO Garcia/Badrian	<b>Revised Due Date 2<sup>nd</sup> Quarter FY02</b>	<b>Open</b> The CNWRA firewall upgrade to be installed and implemented 2 <sup>nd</sup> Quarter FY 2002. NRC is responsible for configuration and remote administration of the firewall and will advise the Center when NRC contractor is ready for the CNWRA installation of this firewall. No estimated dateline provided.
3) PMDA will check with security and provide information to the Center on the reasons for delay in processing security clearances and why individuals are not notified when clearances are approved.	PMDA Whitt	01/31/02	