



# Conference of Radiation Control Program Directors, Inc.

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## MEMORANDUM

### Board of Directors

#### Chairperson

Richard A. Ratliff  
Texas

#### Chairperson-Elect

Edgar D. Bailey  
California

#### Past Chairperson

Cynthia C. Cardwell  
Texas

#### Treasurer

Terry C. Frazee  
Washington

#### Members-at-Large

Debbie B. Gilley  
Florida

Jay Hyland  
Maine

Kathleen McAllister  
Massachusetts

### Office of Executive Director

Kentucky

#### Executive Director

Ronald G. Fraass  
Tele: Ext. 2222  
[rfraass@crcpd.org](mailto:rfraass@crcpd.org)

#### Administrative Officer

Patricia C. Gorman  
Tele: Ext. 2227  
[pgorman@crcpd.org](mailto:pgorman@crcpd.org)

**TO:** CRCPD Director Members

**FROM:** Sue Smith, Administrative Assistant *Sue*

**RE:** Minutes from the May 2003 Business Meetings

**DATE:** November 5, 2003

Attached are the minutes from the May 2003 Business Meetings in Anaheim, California.

Please review these minutes and be prepared to vote on them at the annual meeting business session on Saturday, May 22, 2004 in Bloomington, Minnesota. If you have any amendments, please provide them to me and I will correct them.

### Attachments

cc: Board Members  
Ron Fraass  
Lin Carigan/Curt Hopkins  
Terry Devine/Twila Barnett  
Bruce Hirschler  
Pat Gorman

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STP

**CONFERENCE OF RADIATION CONTROL PROGRAM DIRECTORS, INC.**

**ANNUAL BUSINESS MEETING - SESSION I**

**Regency Ballroom E & F**

**Hyatt Regency Orange County**

**Anaheim, California**

**Saturday, May 3, 2003**

**OPENING**

**Call to order ..... Cardwell**

Chairperson Cardwell called the meeting to order.

**Roll call ..... Smith**

The following Director Members and/or their proxies were present as noted during the roll call:

Alabama	Kirksey Whatley
Alaska	Clyde Pearce
Arizona	Aubrey Godwin
Arkansas	Jared Thompson
California	Edgar Bailey
Colorado	Eugene Potter
Connecticut	Mike Firsick (Proxy)
Delaware	Frieda Fisher-Tyler
Dist. of Columbia	Absent
Florida	William Passetti
Georgia	Tom Hill
Hawaii	Lynn Nakasone (Proxy)
Idaho	David Eisentrager
Illinois	Paul Eastvold (Proxy)
Indiana	John Ruyack
Iowa	Donald Flater
Kansas	David Whitfill (Proxy)
Kentucky	Robert Johnson
Louisiana	Michael Henry
Maine	Jay Hyland
Maryland	Roland Fletcher
Massachusetts	Robert Walker
Michigan	Lou Brandon (Proxy)
Minnesota	Absent
Mississippi	Robert Goff
Missouri	Keith Henke
Montana	Absent

# ANNUAL BUSINESS MEETING - SESSION I (Continued)

May 3, 2003

## ROLL CALL (Cont'd)

Nebraska	Julia Schmitt
Nevada	Stan Marshall
New Hampshire	Wayne Johnston
New Jersey	Jill Lipoti
New Mexico	Stanley Fitch (Proxy)
New York	Adela Salame-Alfie
North Carolina	Beverly Hall
North Dakota	Warren Freier (Proxy)
Ohio	Bob Owen (Proxy)
Oklahoma	Mike Broderick
Oregon	Terry Frazee (Proxy)
Pennsylvania	David Allard
Puerto Rico	Mayra Toro
Rhode Island	Jack Ferruolo (Proxy)
South Carolina	Pearce O'Kelley
South Dakota	Gary Kaus (Proxy)
Tennessee	Sandra Szendy (Proxy)
Texas	Richard Ratliff
Utah	William Sinclair
Vermont	Carla White
Virginia	Leslie Foldesi
Washington	Gary Robertson
West Virginia	Dan Hill
Wisconsin	Paul Schmidt
Wyoming	Dewey Long

1. **Agenda changes ..... Cardwell**

There were no agenda changes.

2. **Introduction of current and newly elected board members; ..... Cardwell**

Chairperson Cardwell introduced the current board members and newly elected board members and requested that the individuals stand as they were being introduced:

**Current Board members:**

Richard Ratliff, Texas, Chair-Elect;  
Terry Frazee, Washington, Treasurer;  
Debbie Gilley, Florida, Member-at-Large  
Julia Schmitt, Nebraska, Member-at-Large;  
Russell Takata, Hawaii, Member-at-Large (not present); and  
Past Chairperson position vacant with the retirement of Paul Merges.

# **ANNUAL BUSINESS MEETING - SESSION I (Continued)**

**May 3, 2003**

## **Newly elected Board members for 2003-04:**

Ed Bailey, California, Chair-Elect;  
Kathleen McAllister, Massachusetts, Member-at-Large; and  
Jay Hyland, Maine, Member-at-Large.

### **3. Introduction of new director members/proxies ..... Cardwell**

Chairperson Cardwell requested that all new director members/proxies stand and be recognized. Chairperson Cardwell requested that all new director members/proxies stay after the business meeting in order for the Board and OED staff to greet them personally.

#### **a. Concept of call list for board members ..... Cardwell**

Due to having so many new director members and CRCPD members, the board established a "call list" as an outreach mechanism to keep the lines of communication open between the Board and states and vice versa. When contacted by the perspective board member, Chairperson Cardwell encouraged the director members to please make any suggestions known for improvement, etc. Ms. Cardwell noted that the contact could be via e-mail or phone and will occur on a routine basis.

### **4. Analysis of 4<sup>th</sup> time voting on election of officers (Director and Associate Members) Fraass**

Ron Fraass, Executive Director, provided an analysis of the 2003 election of officers that included the votes of the Director and Associate members. The results were impressive, due to the bright blue colored paper, stamps affixed on the return envelopes, and a list of instructions. The 2003 election resulted in a 57% return of valid ballots. Mr. Fraass congratulated the members on returning their ballots.

Mr. Fraass discussed the dilemma that resulted with having three candidates on the ballot for Chairperson-Elect. Due to the Bylaws requiring a 2/3 majority vote, in the future, candidates will try to be limited to only two candidates for each office.

### **5. Moment of Silence ..... Cardwell**

Chairperson Cardwell requested a moment of silence for the following members and others who had passed away since the last annual meeting:

- Hal Stock, Indiana;
- Si Kinsman, California;
- For those who lost their lives in the IRAQ war; and those who are coming back from the IRAQ war.

**ANNUAL BUSINESS MEETING - SESSION I (Continued)**  
**May 3, 2003**

**OLD BUSINESS**

**6. Old Business**

There was no old business.

**NEW BUSINESS**

**7. Approval of business meeting minutes (May 4, 6, & 8, 2002 mailed August 26, 2002) Cardwell**

Chairperson Cardwell requested a motion to approve the 2002 Business meeting minutes.

**ACTION:** Leslie Foldesi (VA) moved to approve the May 4, 6, & 8, 2002 Business meeting minutes. The motion was seconded and passed.

**8. New approach to handling future financial reports ..... Cardwell**

Due to the 2002 critiques reflecting that the "Treasurer's Report" was too long, Chairperson Cardwell advised that the Treasurer's Report has taken a new approach. Terry Frazee, Treasurer, summarized how the Treasurer's Report would be handled at this meeting and in the future:

- Treasurer's Report will be presented at Saturday business meeting as a handout including:
  - Recent budget history;
  - Membership equity;
  - CRCPD budget funding sources; and
  - Balance sheet as of December 31, 2002.
  - Audit ending 12/31/02 available for review;
  - Treasurer will be available to answer questions (for this meeting the Fiscal Officer is also available);
  - Treasurer's Report to be formally accepted at the Wednesday business meeting;

In order to provide the membership with more detailed information relative to the budget, Mr. Frazee presented information in the form of a slide presentation. Mr. Frazee highlighted the following information as of December 31, 2002: total assets were \$641,723.85; total liabilities were \$192,810.84; and total membership equity was \$448,913.01. (See Treasurer's Report attached for more details).

Chairperson Cardwell encouraged members to introduce themselves to Twila Barnett, CRCPD's new Fiscal Officer, and requested input relative to the new approach of the Treasurer's Report.

**May 3, 2003**

**9. Introduction of emerging issues concepts ..... Cardwell**

Chairperson Cardwell provided background information relative to the emerging issues concepts, highlighting the Board's approval of the working group initiative. The working group initiative was an effort to be more effective and more efficient; a better manner of resources; and move CRCPD into a more proactive role rather than a reactive role.

The Board identified an emerging issues group for each council and they are as follows: Healing Arts, General; Environmental Nuclear; and Suggested State Regulations. Chairperson Cardwell advised that the Board identified many security issues and since the issues were broad, the Board created a new council named "Homeland Security."

A list of Board identified emerging issues was provided to the membership. Chairperson Cardwell requested that the membership review and provide any other emerging issues that they felt were appropriate.

**10. Input by members regarding name change ..... Cardwell/Gilley**

Chairperson Cardwell provided background information relative to the possibility of changing CRCPD's name. The first step was to request input from the Director and Associate Members via e-mail. The first results were: 199 responses were received; 147 voted on suggested names, 10 suggested new names; and 42 voted not to change the name.

As a fun activity, the Board has set up a mock voting procedure at the annual meeting, that will provide the membership an opportunity to provide more input. Debbie Gilley, Member-at-Large, advised that she brought a voting machine from the State of Florida that will be used during the annual meeting for individuals to cast their votes as often as they like. Results of this voting process will be provided at the Wednesday Business meeting.

Chairperson Cardwell noted that after the annual meeting the Director members will be provided a ballot to cast a "yes" or "no" vote on changing CRCPD's name. If the majority is a "yes" vote, then the top three names will be provided to the Director members to cast their final vote.

## **ANNUAL BUSINESS MEETING - SESSION I (Continued)**

**May 3, 2003**

### **11. Do we need more CRCPD or board positions and/or resolutions? ..... Fraass**

Ron Fraass, Executive Director, advised that the Board discussed whether there was a need for more CRCPD or board positions and/or resolutions. The Board appointed the council chairs to review all current positions/resolutions to determine if there was a need to amend or eliminate the current positions/resolutions.

With new modalities, new procedures, and new regulations occurring, the Board felt it was important that CRCPD be in a position to be able to obtain a rapid response on a given issue and thus create new positions. The Board agreed that the members should have an opportunity to provide input at the Wednesday Business Meeting.

### **12. Introduction/Discussion of Resolutions ..... Cardwell**

Chairperson Cardwell provided procedures relative to the introduction and discussion of resolutions at the business meeting, outlining the following steps:

- Resolutions to be introduced at first business meeting. Discussion relative to proposed resolution(s) prior to Wednesday business meeting are to be on an one-on-one basis, or as a group with the author(s). The author(s) are being asked to stay following the conclusion of this business meeting for the purpose of answering specific questions or entertaining any suggested amendments.
- Proposed and amended resolution(s) will be voted on at the Wednesday Business meeting.
- **Revisit of CRCPD position relating to "Discrete Radium Waste Management Position"**

Gary Robertson, former Chairperson, Committee on Radioactive Waste Management (E-5), introduced the proposed draft revision position relating to "Discrete Radium Waste Management." The Board recommended the following amendments:

- **Page 1, #2, delete the last sentence: "The maximum limit for Ra-226 in a 55 gallon drum is 1.2 curies." This sentence only applies to #1 the Richland, Washington.**
- **Attachment B paragraph #2 should read as follows: "The licensee shall not receive any sealed sources containing Radium unless specifically approved by the Department."**

Mr. Robertson stated that he agreed with the Board's recommendations. It was noted that any further questions/suggestions or amendments are to be addressed with Mr. Robertson.

## ANNUAL BUSINESS MEETING - SESSION I (Continued)

May 3, 2003

Pearce O'Kelley (SC) noted that he may propose a resolution at the Wednesday Business Meeting.

### 13. CRCPD/OAS Relationship ..... Cardwell/O'Kelley

Chairperson Cardwell provided a brief update on the CRCPD/OAS relationship, highlighting that a lot of work has been done in terms of the coordination and cooperation efforts between both organizations. When volunteers are requested for working groups, the human resources are looked at; where they are assigned; and try to avoid duplication. When the Nuclear Regulatory Commission request working group representatives and CRCPD has a working group dealing with the same issues, the OAS and CRCPD coordinate efforts so they are not working independently.

Pearce O'Kelley, Chairperson, Organization of Agreement States, reiterated on Chairperson Cardwell's update and noted that it has been effective and a pleasure.

#### • Call for Issues for NRC Commission Briefing

As OAS Chairperson, Pearce O'Kelley requested as a joint effort OAS/CRCPD any topics for the NRC annual commission briefing to be held 8/27/03. *(Editor's note: The NRC annual commission briefing was cancelled for 8/27/03 and rescheduled for September 10, 2003).* A sign-up sheet will be provided at the OAS/CRCPD poster for any suggested topics for the OAS annual meeting and NRC briefing.

#### • Status of OAS incorporation

Pearce O'Kelley provided a brief update on the incorporation of OAS, noting that hopefully OAS will be fully incorporated by the end of May.

### 14. Future training at annual meetings ..... Fraass

Ron Fraass, Executive Director, inquired as to whether there was an interest in extending (at the beginning or end) the annual meeting by a day to offer additional needed training. Mr. Fraass requested that suggestions for training sessions be provided to him or any of the current Board members.

Mr. Fraass asked if states could justify paying for additional state staff to attend the annual meeting if CRCPD offered multiple training sessions. It was noted that the perception is that states run into staff efficiency issues, such as if the work is behind, how can you afford to send so many staff away at the same time. It becomes an argument if the training was worth it. It was further noted that it would be difficult to send someone for a part day training session.



**ANNUAL BUSINESS MEETING - SESSION I (Continued)**

**May 3, 2003**

**15. Improving the partnership ..... Fraass**

Ron Fraass, Executive Director, in an effort to improve the states' partnership with the Office of Executive Director, requested that states provide to the OED any problems, issues, federal activity (processes and new activities), and solutions that occur in their states. OED will provide this information to the states. Mr. Fraass felt that the best way to improve the partnership was to communicate, communicate, and communicate!

**16. Involvement of States in Nat'l Orphan Rad Material Disposition Program . Klinger**

Joe Klinger, Chairperson, Committee on Unwanted Radioactive Materials (E-34), provided background information and a brief update relative to the National Orphan Radioactive Material Disposition Program. Mr. Klinger highlighted that currently only six states are participating in this program through an agreement with CRCPD, that is designed to provide funding to states, who do not have the monies available, to properly dispose of orphan sources. He encouraged the states to consider participating in the program.

**17. Introduction of CRCPD day/month concept ..... Fraass**

Ron Fraass, Executive Director, requested feedback in terms of promoting CRCPD with state staff. If materials were provided, would the Director members be willing to take a partial day/or day of the year to promote CRCPD with their staff.

**18. Call for working group volunteers ..... Cardwell**

In light of the working group initiative, Chairperson Cardwell noted that when a working group needs members, "a call for working group volunteers" will be sent to the membership.

Chairperson Cardwell noted that the following working groups need volunteers:

- H-3 Committee on Medical Practices (member needed);
- G-2 Committee on Ionizing Measurements (advisors needed);
- SR-R Suggested State Regulations - Part R (Radon) (chairperson needed);
- SR-S Suggested State Regulations - Part S (Bondy & Surety) (two members needed);
- SR-T Suggested States Regulations - Part T (Transportation) (member needed);
- SR-W Suggested State Regulations - Part W (Radiation Safety Requirements for Wireline Service Operations and Subsurface Tracer Studies (chairperson, members, and advisors needed);
- SR-AA Suggested State Regulations - Part AA (Lasers) (advisors needed); and
- SR-BB Suggested State Regulations - Part BB (Tanning) (three members needed).

## ANNUAL BUSINESS MEETING - SESSION I (Continued)

May 3, 2003

### INFORMATION

Chairperson Cardwell provided the following information:

- All CRCPD members have been signed up to access the password protected Members Only/Regulatory Forum sites;
- Training CD are available in the CRCPD office. Chairperson Cardwell encouraged the membership to take advantage of this opportunity to review this resource material.
- 2007 Annual Meeting will be held in Spokane, Washington, pending contract negotiations.

Ed Bailey (CA) encouraged members to wear their Southern California beach shirts to the Chairperson's Reception.

**ADJOURN**

Ed Bailey (CA) moved that we adjourn. The motion was seconded. The meeting was adjourned!!

**CONFERENCE OF RADIATION CONTROL  
PROGRAM DIRECTORS, INC.**

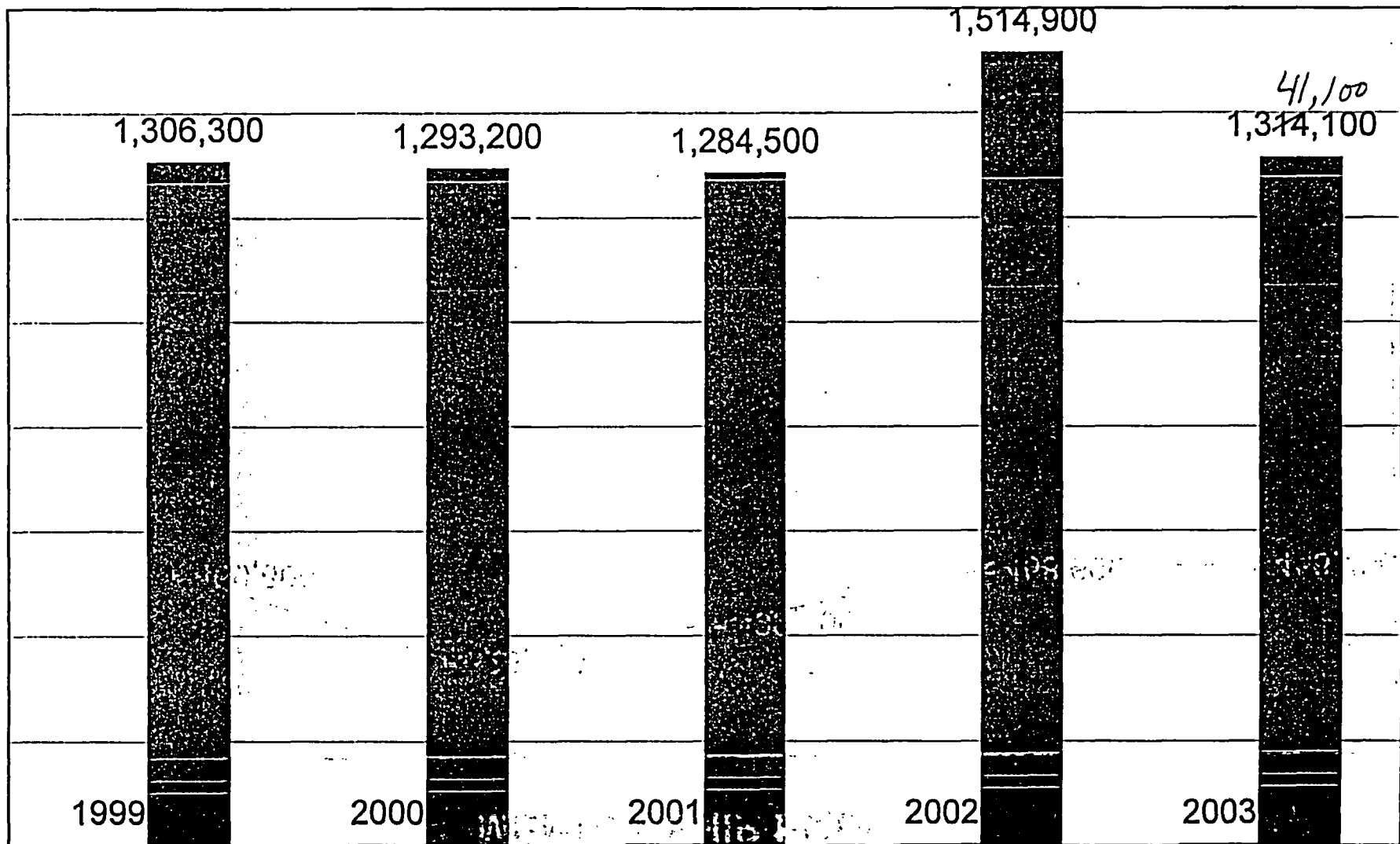
**TREASURER'S REPORT**

**FOR FISCAL YEAR ENDING 12/31/02**

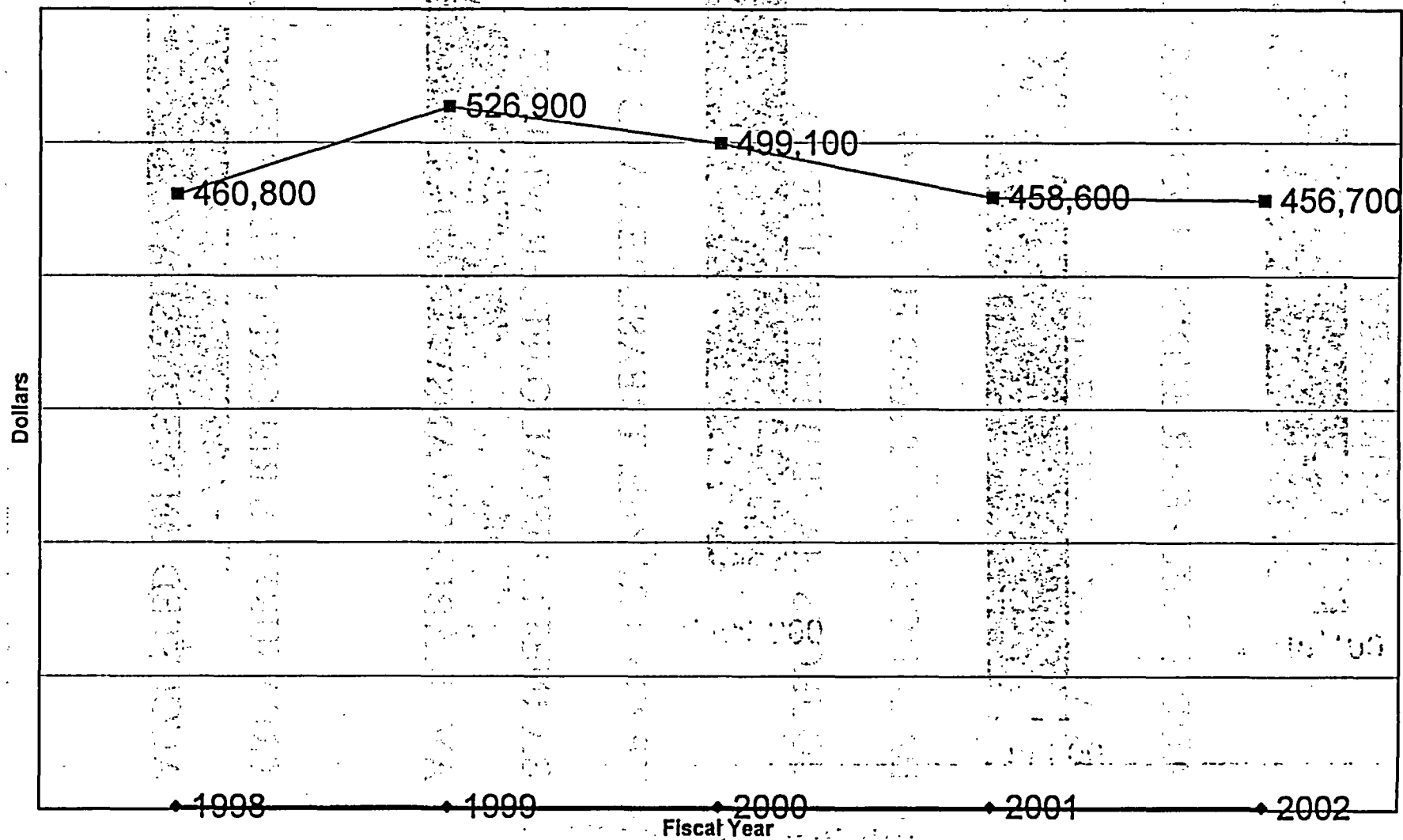
**Presented by  
Terry Frazee (WA), Treasurer**

**May 3, 2003**

## Recent Budget History



# MEMBERSHIP EQUITY



## SUMMARY

- AUDIT FOR YEAR ENDING 12/31/02 IS AVAILABLE FOR REVIEW.
- BALANCE SHEET AND FUNDING SOURCES HAVE BEEN PROVIDED.
- TERRY FRAZEE, TREASURER AND TWILA BARNETT, FISCAL OFFICER WILL BE AVAILABLE TO ANSWER QUESTIONS.
- TREASURER'S REPORT TO BE FORMALLY ACCEPTED ON WEDNESDAY.

**CRCPD BUDGET FUNDING SOURCES**  
**BUDGET PERIOD 09/30/02 -- 09/29/03**

	Amount	% of Budget
<b>FDA CO-OP AGREEMENT</b>		
CURRENT AGREEMENT	602,000	44.89
FUNDS FROM PRIOR PERIODS	287,126	21.41
<b>TOTAL FDA</b>	<b>889,126</b>	<b>66.30</b>
<b>EPA CO-OP AGREEMENT</b>		
CURRENT AGREEMENT	157,000	11.71
FUNDS FROM PRIOR PERIODS	11,350	0.84
<b>TOTAL EPA</b>	<b>168,350</b>	<b>12.55</b>
<b>GENERAL OPERATIONS</b>		
FRMAC	10,430	0.77
AMERICAN COLLEGE OF RADIOLOGY	40,000	2.98
NIST LICENSING FEES	8,300	0.62
MEMBERSHIP DUES	51,500	3.84
REGISTRATION FEES	80,000	5.97
OTHER MISCELLANEOUS INCOME	93,399	6.96
<b>TOTAL GENERAL OPERATIONS</b>	<b>283,629</b>	<b>21.14</b>
<b>TOTAL BUDGET</b>	<b>1,341,105</b>	<b>99.90</b>

9:09 AM  
04/30/03  
Accrual Basis

**CRCPD, Inc.**  
**Balance Sheet**  
As of December 31, 2002

Dec 31, 02

**ASSETS**

**Current Assets**

**Checking/Savings**

American Founders Bank CD's	92,418.44
Farmers Bank CD	23,835.69
Farmers Bank Checking	51,588.49
Fifth Third Bank Liquid CD	50,102.53
First Federal Savings Bank CD	94,632.15
State National Bank CD	93,886.39

**Total Checking/Savings** 406,463.69

**Accounts Receivable**

Accounts Receivable 52,105.00

**Grant Funds Receivable**

EPA Extension	9,270.32
EPA Radon	25,292.41
FDA	84,807.22

**Total Grant Funds Receivable** 119,449.95

**Total Accounts Receivable** 171,554.95

**Other Current Assets**

Prepaid Expenses 3,311.37

**Total Other Current Assets** 174,866.32

**Total Current Assets** 581,330.01

**Fixed Assets**

**Federal Equipment**

Accumulated Depreciation -60,882.71

Federal Equipment - Other 110,389.80

**Total Federal Equipment** 49,507.09

**OED Equipment**

Accumulated Depreciation -67,246.51

Cost 78,133.26

**Total OED Equipment** 10,886.75

**Total Fixed Assets** 60,393.84

**TOTAL ASSETS** 641,723.85



9:09 AM  
04/30/03  
Accrual Basis

**CRCPD, Inc.**  
**Balance Sheet**  
As of December 31, 2002

Dec 31, 02

**LIABILITIES & EQUITY**

**Liabilities**

**Current Liabilities**

**Accounts Payable**

**Accounts Payable**

36,593.00

**Total Accounts Payable**

36,593.00

**Other Current Liabilities**

**Compensated Leave Accrued**

24,151.50

**Contingent Liabilities**

**Federal Equipment Recallable**

49,507.09

**Total Contingent Liabilities**

49,507.09

**Payroll Liabilities**

4,199.25

**Unearned Revenue**

78,360.00

**Total Other Current Liabilities**

155,217.84

**Total Current Liabilities**

192,810.84

**Total Liabilities**

192,810.84

**Equity**

**Equity**

430,745.55

**Net Income**

18,167.46

**Total Equity**

448,913.01

**TOTAL LIABILITIES & EQUITY**

641,723.85

**CONFERENCE OF RADIATION CONTROL PROGRAM DIRECTORS, INC.  
ANNUAL BUSINESS MEETING - SESSION II**

**Regency Ballroom C & D  
Hyatt Regency Orange County  
Anaheim, California  
Wednesday, May 7, 2003**

**OPENING**

**Call to order ..... Cardwell**

Chairperson Cardwell called the meeting to order. She pointed out that a critique form has been provided as a handout and reminded the membership to complete, since it is used as a mechanism to plan the next year's meeting.

Chairperson Cardwell informed the membership that Dr. Jill Lipoti (NJ) is being considered as a nominee for one of the Nuclear Regulatory Commissioner positions and encouraged the membership to send letters of support to state senators and most importantly to Senator Daschle.

John Fraizer, President, Health Physics Society, noted that HPS will be sending a letter of support relative to Dr. Lipoti's nomination. The membership applauded Dr. Lipoti's nomination and the HPS support of her nomination.

**Roll call ..... Smith**

The following Director Members and/or their proxies were present as noted during the roll call:

Alabama	Kirksey Whatley
Alaska	Clyde Pearce
Arizona	Aubrey Godwin
Arkansas	Jared Thompson
California	Edgar Bailey
Colorado	Eugene Potter
Connecticut	Mike Firsick (Proxy)
Delaware	Frieda Fisher-Tyler
Dist. of Columbia	Absent
Florida	William Passetti
Georgia	Tom Hill
Hawaii	Lynn Nakasone (Proxy)
Idaho	David Eisentrager
Illinois	Paul Eastvold (Proxy)
Indiana	John Ruyack
Iowa	Donald Flater
Kansas	David Whitfill (Proxy)
Kentucky	Robert Johnson
Louisiana	Michael Henry
Maine	Jay Hyland

**ANNUAL BUSINESS MEETING - SESSION II (Continued)**  
**May 7, 2003**

**ROLL CALL (Cont'd)**

Maryland	Roland Fletcher
Massachusetts	Robert Walker
Michigan	Lou Brandon (Proxy)
Minnesota	Absent
Mississippi	Robert Goff
Missouri	Keith Henke
Montana	Absent
Nebraska	Julia Schmitt
Nevada	Stan Marshall
New Hampshire	Wayne Johnston
New Jersey	Jill Lipoti
New Mexico	Stanley Fitch (Proxy)
New York	Adela Salame-Alfie
North Carolina	Beverly Hall
North Dakota	Warren Freier (Proxy)
Ohio	Bob Owen (Proxy)
Oklahoma	Mike Broderick
Oregon	Terry Lindsey
Pennsylvania	David Allard
Puerto Rico	Mayra Toro
Rhode Island	Jack Ferruolo (Proxy)
South Carolina	Pearce O'Kelley
South Dakota	Gary Kaus (Proxy)
Tennessee	Sandra Szendy (Proxy)
Texas	Richard Ratliff
Utah	William Sinclair
Vermont	Carla White
Virginia	Leslie Foldesi
Washington	Gary Robertson
West Virginia	Dan Hill
Wisconsin	Paul Schmidt
Wyoming	Dewey Long

**1. Approval of Financial Report ..... Frazee**

Terry Frazee, Treasurer, advised that a revised financial report has been provided as a handout, correcting a few typographical errors that were editorial in nature. The recent Budget History and the Membership Equity documents were revised.

**Don Flater (IA) moved to accept the amended financial report. The motion was seconded and passed.**

2. Discuss and amend proposed position ..... Cardwell

a. CRCPD proposed draft revised position relating to "Discrete Radium Waste Management" (WM-1 Handout)

Richard Ratliff (TX) moved to approve the proposed resolution. The motion was seconded and passed. (Editor's note: the above motion actually refers to a CRCPD Position noted above). (See attached revised CRCPD Position WM-1).

b. Others

Jill Lipoti (NJ) and Pearce O'Kelley (SC) offered a proposed resolution relating to "Security of Radioactive Materials" for membership consideration. Dr. Lipoti called the membership's attention to the following "c(s)" in the resolution:

- Whereas #1: Comprehensive program;
- Whereas #2: Committed;
- Whereas #3: Citizens;
- Whereas #4: Counterrorism;
- Whereas #5: Competence; and
- Where as #6: Cleanup.

Dr. Lipoti stated she is looking for a comprehensive and coordinated effort due to consequences that might be experienced in the eighth "Whereas," and the tenth "Whereas" talks about communication. The final "Whereas" is looking for creativity by the state. She further stated the reason for the resolution is that this is already occurring now between the states and the Nuclear Regulatory Commission (NRC).

Before formally introducing the resolution, Dr. Lipoti provided the following amendment:

- In the "Be It Further Resolved" the word "should" should be removed.

Pearce O'Kelley (SC) thanked Dr. Lipoti and others that assisted with the development of the proposed resolution. Mr. O'Kelley stated that CRCPD can make a statement with the adoption of this resolution: "We support security, we understand security, and are ready to play our role in the security of radioactive materials."

Tom Hill (GA) moved to adopt the resolution relating to the "Security of Radioactive Materials." The motion was seconded.

**ANNUAL BUSINESS MEETING - SESSION II (Continued)**  
**May 7, 2003**

David Whitfill (KS) commented that Kansas considered ICMs and CMs to be unfunded mandates and had no problem assuming responsibility for compliance with compensatory measures in Kansas. However, for Kansas it requires additional partnership agreements with the NRC with additional funding. It was felt that it goes above and beyond the scope of the agreement that Agreement States have with NRC.

Aubrey Godwin (AZ) inquired as to whether the motion would direct the resolution to be distributed to the appropriate federal agencies. It was noted that if the resolution was adopted, it would be distributed to the appropriate federal agencies.

Kirk Whatley (AL) commented that a system is needed to maintain a comprehensive system to protect the public health from exposure to radiation.

**A vote was taken on the motion and the motion passed as amended.  
(See attached for approved resolution).**

**3. Suggestions for emerging issues (2 minutes max per item) ..... Cardwell**

Chairperson Cardwell referenced the emerging issues list that was provided as a handout and requested additional emerging issues. She advised that this would not be the only opportunity to provide emerging issues. Emerging issues can be identified at any time by contacting the OED or Board members.

The following additional emerging issues were identified:

- Support lab accreditation and gathering of "good data";
- Bioassay;
- Airport x-ray takeover;  
Develop a model x-ray survey for radiation protection program staff and request financial reimbursement from TSA to do surveys. It was commented that not all airport x-ray equipment is being transferred to TSA, some are still owned by some airlines, particularly foreign airlines.
- Security evaluation of GL program;
- CT therapeutic scanner; and
- Non-Nuclear power plant fixed sites for terrorism template.

**ANNUAL BUSINESS MEETING - SESSION II (Continued)**  
**May 7, 2003**

The following comments were provided relative to emerging issues already identified:

- #6: Work with colleges to encourage them to add correspondence courses that will help quality students for radiation control programs as well as provide training for our entry level staff.

Additional comment: It was suggested that we consider an option paper re: advantages/disadvantages of "certification" of radiation control program staff that would be regulatory-based, not necessarily technically-based (X-ray and RAM).

- #8: WMD issues: What exposure limits should apply for WMD events? Current guidance is FRC 5 and 7. The EPA guidance is for peacetime limits. Do they apply to terrorist war actions?

Additional comment: Where the EPA Guidance Exposure limits apply, it was felt that there needed to be two exposure limits; one for the public and one for first responders. (See attached for list of Emerging Issues developed as of this meeting).

**4. Recommendations for more CRCPD or Board positions . . . . . Cardwell/Fraass**

Per Saturday, May 4, 2003 Business Meeting, Ron Fraass, Executive Director, requested input relative to whether there is a need for more CRCPD or Board positions. At this time there were no recommendations. Future recommendations are encouraged to be provided to the Board, appropriate council chairpersons, or OED.

**5. Results of mock voting for name change . . . . . Cardwell/Gilley**

Chairperson Cardwell requested a round of applause for Debbie Gilley for providing a fun time with the mock voting process. She provided the combined results as follows:

- 677 total votes cast with 128 voting against the name change;
- Top three names cast were as follows:
- 115 for National Association of State Radiation Control Programs;
- 101 for Association of Radiation Control Programs; and
- 93 for Association of Radiation Control Programs.

The write-in recommendations identified "council or association" for the word "conference" and "programs or professionals" for the word "directors." The results of the combined election will be e-mailed to the membership at a later date. (Editor's note: Due to

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*an unclear indication from members, the Board agreed not to pursue a name change. Details will be provided via e-mail and/or the Newsbrief).*

### 6. Feedback re: CRCPD day/month ..... Cardwell

Per Saturday, May 4<sup>th</sup> Business Meeting relative to proposing a CRCPD day/month. Chairperson Cardwell requested any feedback. No feedback was provided at this time.

### 7. Closing ceremonies & recognition of outgoing Board members ... Cardwell/Ratliff

Chairperson Cardwell recognized Ed Bailey and the California staff for hosting the Annual Meeting and presented them with the local host plaque.

Chairperson Cardwell recognized the following outgoing board members for an excellent job: Russ Takata (HI), Member-at-Large and Julia Schmitt (NE), Member-at-Large. Each were presented with a desk plaque in honor of their dedicated service to the CRCPD Board of Directors and the membership.

As her last act as the Chairperson, Chairperson Cardwell presented the incoming Chairperson, Richard Ratliff, with the traditional reign of the golden screw and the gavel.

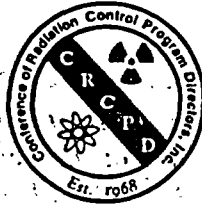
In his opening remarks as the new incoming Chairperson, Mr. Ratliff encouraged the membership to communicate with him, the Board, and the OED.

Chairman Ratliff recognized the outgoing Chairperson, Cindy Cardwell, for her many accomplishments as chairperson and presented her with the traditional Chairperson's plaque.

Pearce O'Kelley, OAS Chairperson, thanked outgoing Chairperson Cardwell for her efforts in the OAS/CRCPD coordination and cooperation, and presented her with a token of OAS's appreciation, a "golden potato peeler."

Being no further business, Chairman Ratliff requested a motion to adjourn.

**Ed Bailey (CA) moved to adjourn. The motion was seconded and the meeting adjourned!!**



## CONFERENCE OF RADIATION CONTROL PROGRAM DIRECTORS, INC.

### POSITION

Relating to: Discrete Radium Waste Management

In 1986, the NRC's Division of Waste Management, Engineering Branch prepared a technical memorandum in response to a CRCPD request to perform a toxicity analysis of radium, using the same methodology as was used for other radionuclides in developing the shallow land disposal regulations (10 CFR 61). The technical memorandum used NUREG/CR-4370 (update of Part 61 Impacts Analysis Methodology) as its primary resource. In the memorandum, NRC considered radium-contaminated waste in two forms: wastes that resemble routinely generated low-level wastes such as ion-exchange resins, and sealed sources. For the former, waste classification limits were suggested that are similar to those specified in Section 61.55 for transuranic radionuclides; i.e., 10 nCi/g for Class A waste, and 100 nCi/g for Class C waste. For the latter, equivalent activity limits are suggested, provided that the sources are encapsulated in a manner that provides containment and stability. The values discussed below are the maximum limits allowed for burial at the disposal facilities, assuming disposal in a 55-gallon drum.

1. Richland, Washington – Waste Class limits for A, B, and C apply. The concentration may be averaged over the mass of the waste and the stabilization agent or matrix. Unity formula applies for mixtures of radionuclides. Concrete, when used as an encapsulation medium around a small volume of radioactive material; e.g., a sealed source centered in a 55-gallon drum containing concrete, shall have a formulated compressive strength greater than or equal to 2500 psi. The maximum limit for Ra-226 in a 55-gallon drum is 1.2 curies.
2. Barnwell, South Carolina – Sources must be encapsulated with a minimum of four (4) inches of cement on all sides. The cement must have a compressive strength of 2500 lbs. per square inch. If there are multiple radionuclides to be packaged, unity will be considered based on the above limits. Waste Class limits for A, B, and C apply. The concentration of radionuclides in sealed sources encapsulated or otherwise stabilized (with prior approval) shall be averaged over the volume of the sealed source, not the solidification agent or waste matrix.



3. Clive, Utah – Discrete sources are not accepted for disposal.

The above values should only be used as a guide. *However, in all cases contact the site operator or state agency for specific disposal requirements and/or variance requests.*

To assist in the disposal of discrete and concentrated sources, the CRCPD E-5 Committee has developed the attached radium disposal guidance (Attachments A and B).



CRCPD Chairperson

Original position adopted by CRCPD Membership May 20, 1984

This "amended" position was adopted by the CRCPD Membership on May 7, 2003.

**RADIUM PACKAGING GUIDANCE FOR US ECOLOGY – RICHLAND*****Discrete Radium needles and sources***

i) Waste must be packaged as follows:

i) Up to 1.2 Curies per drum.

ii) Sources and/or needles shall be packaged in a USDOT Specification 2R container other WDOH approved 2R-Type container or lead pig. All voids within the 2R must be filled with structural concrete or cement. The 2R, 2R-type or lead pig shall then be sealed.

iii) The 2R, 2R type or lead pig is geometrically centered and stabilized with structural concrete (2500-psi min.) in a 55-gallon USDOT Specification 7A drum.

iv) Fill the 55-gallon, DOT 7A, container at least 95% full with structural concrete (2500-psi min.). Tap out any air voids. (Note: ensure inner 2R, 2R type or lead pig remains centered).

v) Concrete must cure for at least 28 days prior to shipment in an environment where the temperature must be maintained between 40°F to 100°F during the curing period.

vi) Waste will be Class C; Stable.

**Disposal at the Richland LLRW disposal facility**

Once the radium container is received at the disposal facility, the Class C container is placed in an Engineered Concrete Barrier (ECB). The ECB's are placed at the bottom of the trench but can be stacked two high. In all cases however, the top of the waste is a minimum of 23 feet below grade. A maximum of ten drums, totaling no more than 1.2 curies, may be placed in an ECB. Once all drums are placed in the ECB, structural concrete is poured into it so that all voids are minimized. Minimization of voids is accomplished by vibrating the concrete. The concrete is allowed to cure for a minimum of seven days, and then any standing water from the hydration of the concrete is removed. The ECB is then topped off with enough grout to seal the lid on the ECB. The lid is then bolted down. The ECB's have 7-8 inch thick reinforced concrete walls, and 15-inch thick reinforced concrete lids and bottoms. The ECB's have been evaluated and have demonstrated to meet all applicable requirements of 10 CFR 61 and Washington Administrative Codes (WAC) 246-249 and 246-250.

## PROCEDURE FOR RADIUM WASTE DISPOSAL AT RICHLAND

1. Contact US Ecology for a preliminary assessment of your waste. Any special packaging, treatment or analytical requirements can usually be identified at this time. US Ecology will then prepare a written packaging approval request and submit it to the Washington Department of Health for review.
2. WDOH will review the request and determine whether or not your waste packaging is acceptable. If WDOH determines that your waste packaging is acceptable, they will inform US Ecology in writing. US Ecology will then forward a copy of the WDOH correspondence letters, a WDOE site use permit application, and a generator registration form to the generator and/or broker. (Unless otherwise requested, US Ecology will send the approval and the permit application to the broker, if applicable.) There is no state of Washington charge for review of your request.
3. Once the Washington Department of Ecology (WDOE) receives a completed and signed copy of a Site Use Permit application and a check for the permit fee, a Site Use Permit can be issued by WDOE.
4. The Site Use Permit will be mailed by WDOE to the generator. WDOE normally issues Site Use Permits at the end of each calendar month. The permit year is 4/1 to 3/31 for NARM generators.
5. All NARM shipments to US Ecology must be accompanied by a WDOH-approved shipping and disposal manifest. The only manifest currently approved is the NRC Uniform Manifest.

***In all cases, contact the site operator or state agency for specific disposal requirements and/or variance requests prior to packaging.***

## **ATTACHMENT B**

### **RADIUM PACKAGING GUIDANCE FOR DURATEK/CNS BARNWELL**

S.C. Radioactive Material License Number 097, Amendment 48, Condition 44, regarding radioactive waste containing Radium.

The licensee shall not receive any sealed sources containing Radium unless specifically approved by the Department:

For sources specifically approved by the Department, the total activity per package attributable to Radium may not exceed 50 $\mu$ Ci (microcuries); and the sources must be packaged as follows:

1. Radium sources must be placed in an appropriate USDOT Specification 2R container or other Department approved packaging, centered and surrounded on all sides by a minimum of four inches of concrete with a compressive strength of 2500.
2. Other acceptable sources may be placed with the Radium provided the summation of the ratios of all radionuclides do not exceed unity for the designated waste classification.

### **Disposal at the Barnwell LLRW disposal facility**

Once the waste package is received at the disposal facility, it is placed in the appropriate disposal trench within an engineered concrete vault. The location of the waste within the disposal trench will be documented. Once all the concrete vaults are placed a backfill of sand is used to fill the interstitial spaces between each vault. When all the vaults in the disposal trench are filled a layer of sand, followed by a layer of soil is placed over the vaults, and settlement is allowed to occur prior to placement of a synthetic trench cap designed to prevent water infiltration. The trenches and barriers have been evaluated and found to meet all applicable requirements of 10 CFR 61 and provisions of S.C. Department Regulation 61-63 (Title A).

### **PROCEDURE FOR RADIUM WASTE DISPOSAL AT BARNWELL**

1. Contact Duratek/Chem-Nuclear Systems (Mr. Jimmy Still @ (803) 541-5011) for a preliminary assessment of your waste. Any special preparation or disposal conditions can be discussed at this time. Duratek/Chem-Nuclear Systems will prepare a waste variance letter request and submit it to the S.C. Department of Health & Environmental Control for review and concurrence.
2. The Department will review the request and determine whether or not the waste, proposed packaging and disposal is acceptable. If the Department provides concurrence with the submittal they will inform Duratek/Chem-Nuclear Systems by letter and inform them of any additional conditions.
3. The waste generator is then responsible for obtaining a S.C. Low-Level Radioactive Waste Transport Permit. Information regarding obtaining the permit can be obtained by calling Department representative Ms. Arlene Wilkes @ (803) 896-4247.

4. The radioactive waste transport permit will be mailed to the waste generator by the Department. The Department issues these permits for each calendar year. Each permit is valid from 01/01 to 12/31.
5. All Radium shipments to Barnwell for disposal must be follow provisions specified by and accompanied by applicable shipping papers required by 49 CFR, Department Regulation 61-83, Transportation of Radioactive Waste Into or Within South Carolina, and S.C. Radioactive Material License Number 097, Amendment 48.

***In all cases, contact the site operator or state agency for specific disposal requirements and/or variance requests prior to packaging.***



## **CONFERENCE OF RADIATION CONTROL PROGRAM DIRECTORS, INC.**

### **RESOLUTION**

**Relating to:** Security of Radioactive Materials

**WHEREAS:** Maintenance of a comprehensive program for ensuring the safety and security of radioactive materials is a common goal for federal, state, and local programs.

**WHEREAS:** State radiation control programs are committed to and supportive of placing realistic additional security and control requirements on radioactive materials licensees;

**WHEREAS:** State governments are responsible for the health and safety of their citizens and protection of the environment;

**WHEREAS:** States have assumed great responsibilities for homeland security and have established linkages between the local law enforcement, health and human services agencies, and counter-terrorism agencies, with the Governors supplying additional security resources, as necessary, through the State Police and/or National Guard;

**WHEREAS:** State radiation control programs have demonstrated a high degree of success and competence in controlling the use of radioactive materials and responding to any and all incidents involving radioactive material;

**WHEREAS:** In the event of a terrorist event involving radioactive materials, State radiation control programs would be among the first responders and would oversee the control and cleanup of the affected area;

**WHEREAS:** Any breakdown in security can rapidly deteriorate into a public health and safety problem, thus inextricably linking safety and security with public health.

**WHEREAS:** Radioactive materials licensees would appreciate a comprehensive and coordinated effort among the regulatory agencies so that security requirements for all radioactive materials (including source, byproduct, and special nuclear material, as well as naturally occurring and accelerator produced material) are based on realistic assumptions of the risks and consequences, thus minimizing regulatory burden.

**WHEREAS:** The National Materials Program is founded on the premise that cooperation between the states and the federal regulators can lead to better regulation than either could produce alone;

**WHEREAS:** Experience has shown that good communication and pre-planning is essential to effective response.


**WHEREAS:** When various federal agencies have been faced with implementation of new requirements, they have been creative in providing mechanisms for states to monitor compliance at facilities, thus promoting efficiency and minimizing redundancy.

**BE IT RESOLVED:**

A joint effort be undertaken, integrating the activities of the State radiation control programs, Department of Homeland Security, the Nuclear Regulatory Commission, the Federal Bureau of Investigation, and other federal, state, and local resources to create and maintain a comprehensive security system to protect the public health from unnecessary exposure to radiation.

**BE IT FURTHER RESOLVED:**

Serious consideration be given to providing a mechanism for states to assume responsibility for monitoring facility compliance with security requirements, if the state so desires, under a National Materials Program.



Cindy Cardwell  
CRCPD Chairperson

Approved by the CRCPD Membership May 7, 2003

# DRAFT Emerging Issues Recommendations

@ June 20, 2003

Item	Issues ID By Members
1	<p>Homeland Security – communication among peer state agencies within each state)</p> <p><i>Add'l thoughts from Aubrey Godwin following annual meeting: Might be good to hear a report on how each state is dealing with RDD issues and how to get info to elected officials.</i></p>
2	<p>Intensity Modulated Radiation Therapy (IMRT) – using linear accelerators, it's a treatment that allows higher treatment doses to more irregular tumor volumes</p>
3	<p>Develop a list of Agreement States who would be able to respond to an emergency in another state. List to include names of staff and their expertise.</p> <p><i>Add'l thoughts from Aubrey Godwin following annual meeting: This is yet another of listing of mutual aid for states. The WGA has just completed a study and we (AZ) can provide details. SEIB has also done such a study. For ex: there is an Emergency Mgmt Compact that can be used, problem a few States do not belong (CA for example). Suggest: assign to one person to review current works and report to Board.</i></p>
4	<p>Provide a central listing for those looking for employment with radiation control programs and radiation control programs in need of staff.</p>
5	<p>Provide practical guidance that addresses the problems associated with future staffing demands (<i>age of current staff will dictate turnover in the next 5-10 years</i>).</p>
6	<p>Work with colleges to encourage them to add correspondence courses that will help quality students for radiation control programs as well as provide training for our entry level staff.</p> <p><i>Note: At business meeting, it was suggested that we consider an option paper re: advantages/disadvantages of "certification" of radiation control program staff that would be regulatory-based, not necessarily technically-based (X-ray and RAM).</i></p>
7	<p>Develop a plan to ensure that federal funding for off-site emergency planning and preparedness is made available to those states and local agencies with DOE facilities.</p>
8	<p>WMD issues:</p> <ul style="list-style-type: none"> <li>-What exposure limits should apply for WMD events? Current guidance is FRC 5 and 7. The EPA guidance is for peacetime limits. Do they apply to terrorist war actions?</li> </ul> <p><i>Add'l thoughts from Cass Kaufman: where the EPA Guidance Exposure limits apply, Cass felt that there needed to be two exposure limits; one for the public and one for the first responders.</i></p> <ul style="list-style-type: none"> <li>-Quick dose estimates from RDD events</li> <li>-Rapid screening techniques for WMD events</li> <li>-Instrumentation and training for first responders, both what is minimum and maximum.</li> </ul> <p><i>Add'l thoughts from Aubrey Godwin following annual meeting: Need to move expeditiously on this item. If we were to have an WMD radiation event and it becomes known that we really do not have a standard for response, credibility of all radiation programs will suffer. If the CRCPD-States have resolved this issue, we may not gain great thanks but we won't lose credit either. Several suggestions: (1) Select</i></p>



	<i>3-5 state members naming a chair. This group should convene with appropriate feds (EPA, NRC, DOE, DHS, DOD, DHHS, etc); or (2) Select 2-3 state members, advise the feds that they are available when the feds want to talk; or (3) select 3-5 members naming chair. Committee does its thing with feds invited as they want to attend. Send letter to Congress and White House of "States Position." Aubrey leans to #1 suggestion although #3 has some merit as well.</i>
9	Consequence Management – in an effort to predict and prepare for the consequences of a radiation emergency and coordination of federal and state agencies, a reference outline or template has been prepared for agencies to use or distribute to the regulated community (draft available).
<b>Issues Identified by Board of Directors at May 03 Meeting</b>	
10	TeK40
11	Bankruptcy
12	Drinking water treatment residuals – LLW vs NORM
13	Consider creating an Advisory Board consisting of former Board members
<b>Security Issues</b>	
14	Media outreach/PSAs – talking points
15	Coordinate with chemical and biological plans/response
16	Research other organizations/agencies to determine what is being done, what works, who needs to be involved, etc.
17	HSPD-5 Draft Concept – state/local participation early on
18	Screening/neutron/at borders/any location where screening is being done
19	Coordinate with NRC working group (CM)
20	National source tracking system
21	RDD input (scenarios)
22	Clean-up procedures/standards to RDD <i>Add'l comments from Gary Robertson: volunteered to share Washington's lessons learned and the template used for TOPOFF2.</i>
23	Instrumentation
24	Border issues – state to state, state to international
<b>Issues Identified by Members at May 7<sup>th</sup> Business Meeting</b>	
25	Support lab accreditation and gathering of "good data." <i>Add'l thoughts (true coordination of state and federal capabilities)</i>
26	Security evaluation of GL program
27	Airport x-ray takeover <i>Add'l thoughts from Dave Allard: develop a model x-ray survey for radiation protection programs staff and request financial reimbursement from TSA to do surveys.</i> <i>Add'l thoughts from Cass Kaufman: Not all airport x-ray equipment is being transferred to TSA, some are still owned by some airlines, particularly foreign airlines.</i>
28	Non-Nuclear power plant fixed sites for terrorism template
29	CT therapeutic scanner
30	Bioassay
<b>Issues Identified Following Anaheim Annual Meeting</b>	
31	Contact Warren Freier/Ken Wangler (ND) *\$Money\$ *Payment for level II testing (like it used to be) *Training – never have enough training options *Terrorism: \$\$\$, additional responsibilities, ? additional radiation personnel