

January 31, 2014

Mr. Tom Hogan, Director
Environmental Health Division
Minnesota Department of Health
625 Robert St., N.
P.O. Box 64975
St. Paul, MN 55164-0975

Dear Mr. Hogan:

In order 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 between IMPEP reviews.

This letter confirms that, through previous coordination, the periodic meeting is scheduled for April 29, 2014, and will be held in your offices. The meeting will be conducted in accordance with Office of Federal and State Materials and Environmental Management Programs Procedure SA-116, *Periodic Meetings Between IMPEP Reviews*. Mr. Pat Loudon, Director, Division of Nuclear Materials Safety, Region III, and I will attend the meeting.

Based upon our previous discussions, the likely topics for discussion at this meeting are listed in 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 contact me at (630) 829-9661 or via e-mail at james.lynch@nrc.gov.

Sincerely,

/RA/

Jim Lynch
State Agreements Officer

Enclosure:
Draft Agenda for Periodic Meeting with Minnesota

cc w/encl.: Aggie Leitheiser, Asst. Commissioner
Dale Dorschner, Acting Asst. Division Director
Sherrie Flaherty, Supervisor, Radioactive Materials Unit

Mr. Tom Hogan, Director
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Distribution:
Lisa Dimmick
Michelle Beardsley
Karen Meyer
Patrick Loudon
Ann Marie Stone

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DOCUMENT NAME: G:\DNMSIII\Work in progress\Periodic Meeting Letter 0414.docx

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**Draft Agenda for Periodic Meeting with Minnesota
April 29, 2014**

Topic areas for discussion during the meeting may include:

1. Strengths and/or weaknesses of the State program as identified by the State or NRC.
2. Feedback on NRC's program as identified by the State and including identification of any action that should be considered by NRC.
3. Status of State program or policy changes under development or recently completed including:
 - a. Number of staff in the program;
 - b. Staff training and qualifications;
 - c. Program reorganizations;
 - d. Changes in program budget/funding; and
 - e. Travel restrictions.
4. Status of NRC program changes that could impact Agreement States.
5. Results of any internal program audits/self assessments conducted by the State.
6. Status of allegations and concerns previously referred by NRC to Minnesota for action.
7. Status of the Minnesota inspection and licensing programs.
8. Status of Increased Controls inspections and pre-licensing visits.
9. Compatibility of Agreement State regulations and legislation.
10. Incident follow-up and reporting to NRC and to NMED.
11. Information exchange and discussion:
 - a. Current State initiatives;
 - b. Emerging technologies;
 - c. Large, complicated, or unusual authorizations for use of RAM; and
 - d. NRC current initiatives.
12. Schedule for the next IMPEP review (tentatively scheduled for late 2016).

Enclosure