



**UNITED STATES
NUCLEAR REGULATORY COMMISSION**
REGION III
2443 WARRENVILLE RD. SUITE 210
LISLE, IL 60532-4352

December 7, 2016

Mr. Paul Schmidt, Manager
Radiation Protection Section
Division of Public Health
Department of Health Services
P.O. Box 2659
Madison, WI 53701-2659

Dear Mr. Schmidt:

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 Wisconsin periodic meeting is scheduled for February 1, 2017, and will be held in your offices. The meeting will be conducted in accordance with Office of Nuclear Material Safety and Safeguards Procedure SA-116, *Periodic Meetings Between IMPEP Reviews*. Ms. Christine Lipa, Deputy 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/

James L. Lynch
State Agreements Officer
Division of Nuclear Materials Safety

Enclosure:
Draft Agenda for Periodic Meeting
with Wisconsin

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DATE	12/7/2016						

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**Draft Agenda for Periodic Meeting with Wisconsin
February 1, 2017**

Topic areas for discussion during the meeting may include:

1. Program Reorganizations

Discuss any changes in program organization, including program/staff relocations and new appointments
2. Changes in Program Budget/Funding
3. Feedback on the NRC's program as identified by the State, including identification of any action that should be considered by the NRC
4. Status of the State's Program, including:
 - a. Technical Staffing and Training (2014 IMPEP: Satisfactory)
 - i) Number of staff in the program and status of their training and qualifications
 - ii) Program vacancies
 - iii) Staff turnover
 - iv) Adequacy of FTE for the materials program
 - b. Status of Materials Inspection Program (2014 IMPEP: Satisfactory)
 - i) Number of inspections performed overdue since the last IMPEP review
 - ii) Number of inspections currently overdue
 - iii) Number of initial inspections completed on time since the last IMPEP review
 - iv) Reciprocity inspections since the last IMPEP review
 - c. Technical Quality of Inspections (2014 IMPEP: Satisfactory)
 - d. Technical Quality of Licensing Actions (2014 IMPEP: Satisfactory)
 - e. Technical Quality of Incident and Allegation Activities (2014 IMPEP: Satisfactory)
 - i) Status of allegations referred by the NRC for action
 - ii) Significant events and generic implications
 - iii) Event reporting, including follow-up and closure information in NMED

Enclosure

- f. Compatibility Requirements (2014 IMPEP: Satisfactory)
 - i) Regulations

Discuss status of State's regulations and actions to keep regulations up to date, including the use of legally binding requirements.
 - ii) Legislative Changes
- 5. Information Exchange and Discussion:
 - a. Current State initiatives
 - b. Large, complicated, or unusual authorizations for use of radioactive materials
 - c. State's mechanisms to evaluate performance
 - d. NRC current initiatives
- 6. Next IMPEP review, tentatively scheduled for summer 2019