



UNITED STATES
NUCLEAR REGULATORY COMMISSION
REGION I
2100 RENAISSANCE BLVD., SUITE 100
KING OF PRUSSIA, PA 19406-2713

June 18, 2020

William Irwin, Sc.D., CHP, Chief
Office of Radiological Health
Department of Health
108 Cherry Street
P.O. Box 70
Burlington, VT 05402

Dear Dr. Irwin:

In accordance with the Office of Federal and State Materials and Environmental Management Programs (FSME) Procedure SA-118, *Orientation Meetings for New Agreement States*, the U.S. Nuclear Regulatory Commission (NRC) staff shall schedule a meeting with you and members of your staff approximately nine months after the effective date of the signed Agreement between the State of Vermont and the NRC. The purpose of this meeting is to exchange information and discuss your experiences during the initial implementation of the Agreement State program. During the meeting, we will also discuss planning for your first full Integrated Materials Performance Evaluation Program (IMPEP) review tentatively scheduled for March 2021.

This letter confirms that, based on our previous discussions, the meeting will be held virtually on July 31, 2020. The topics for discussion at the meeting are listed in the enclosed agenda. Please let me know if there are any additional specific topics you would like to cover. If you have any questions, please contact me at (610) 337-5214 or Monica.Ford@nrc.gov.

Sincerely,

Monica Lynn Ford
Regional State Agreements Officer
Division of Nuclear Materials Safety
U.S. NRC Region I

Enclosure:
Agenda for July 31, 2020
Orientation Meeting with Vermont

cc w/Encl: Francis O'Neill, Senior Radiological Health Specialist
Office of Radiological Health

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Enclosure

Agenda for Orientation Meeting with Vermont

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
 - i) Number of staff in the program and status of their training and qualifications;
 - ii) Program vacancies;
 - iii) Staff turnover; and,
 - iv) Adequacy of FTEs for the materials program.
 - b. Status of Materials Inspection Program
 - 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 and overdue since the last IMPEP
 - iv) Percentage of reciprocity inspections completed per calendar year since the last IMPEP
 - c. Technical Quality of Inspections
 - d. Technical Quality of Licensing Actions
 - e. Technical Quality of Incident and Allegation Activities
 - i) Status of allegations and concerns referred by the NRC for action;
 - ii) Significant events and generic implications.
 - iii) Event reporting, including follow-up and closure information in NMED

- f. Legislation, Regulations, and Other Program Elements
 - 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
 - iii) Procedures and other program elements
- 5. Information exchange and discussion:
 - a. Current State initiatives;
 - b. Emerging technologies;
 - c. Large, complicated, or unusual authorizations for use of radioactive materials;
 - d. State's mechanisms to evaluate performance; and,
 - e. NRC current initiatives.
- 6. Additional topics
- 7. First IMPEP review