

DELAWARE AUTHORITY ON RADIATION PROTECTION
SUMMARY OF MEETING
April 29, 2013
Harry Levin Center for Pharmacy History & Education
27 North Main Street
Smyrna, Delaware

Members Present: (those with checks only)

R. Arm	√	F. Fisher-Tyler	√	K. Musto	√
F. Esposito	√	W. Holden	√	K. Neelans	√
L. Fox	√	I. Turner	√	D. Smith	
E. De Whitt		T. May	√	D. Tilton	
J. Dill	√	N. Melikechi	√	R. Wier, Jr.	√

Guests:

R. Brinsfield	√	L. Terry-Graham	√	N. Henry	
R. Mims	√	K. Shaughnessy	√	D. Parker	√
W. Fendt	√				

F. Esposito, Authority Chair, brought the meeting to order at 5:40 pm.

I. AGENDA ADOPTED

R. Wier introduced a motion to accept the agenda, with the addition of a section titled Old Business, to discuss the Authority Strategic Plan and Bylaws. R. Arm seconded and all voted to approve. The motion passed.

II. MINUTES

R. Arm introduced a motion to approve the February 25, 2013 meeting minutes, K. Neelans seconded and all voted to approve. The motion passed.

III. CHAIRMAN'S COMMENTS

F. Esposito thanked the members of the Authority for their continued service and contributions to radiation protection for all Delawareans. She asked all individuals present to introduce themselves, and welcomed David Parker, Radiation Control Specialist, who recently joined the Office of Radiation Control (ORC). She indicated that her meetings with the leadership of the Division of Public Health and the Department of Health & Social Services have continued, and the Authority initiative to procure additional resources for ORC has continued to progress.

IV. Old Business

F. Esposito reported that the draft version of the Authority Strategic Plan distributed at this meeting incorporated the comments made by the members at the February 25, 2013 meeting. N. Melikechi suggested that the Strategic Plan be placed into a worksheet format to allow for periodic review and progress reports to the Authority. N. Melikechi introduced a motion to approve the Strategic Plan content as presented in the draft. R. Arm seconded the motion, and all voted to approve. The motion passed.

Action Item: Format Strategic Plan Goals & Objectives into a worksheet format, F. Fisher-Tyler

F. Esposito indicated that K. Musto chaired the original task force that developed the Bylaws. She also indicated that several members present also served on that task force, including W. Holden, N. Melikechi and R. Arm. She stated that the Authority Chair is obligated to lead a review of the by-laws, at least once every two years, so they are due for review by September 2013. The by-laws were originally approved on September 26, 2011. It was determined that nothing had changed since the original approval of the by-laws which would result in a need to make changes to the Bylaws. R. Arm introduced a motion to approve the Bylaws without change, N. Melikechi seconded and all voted to approve. The motion passed.

V. Informational Updates

F. Fisher-Tyler summarized the Radiation Control Program Report. She thanked the Authority for its successful efforts to obtain an additional Radiation Control Specialist position for ORC in 2012, and reported that the staff are very busy conducting inspections. She mentioned that the report reflected that the Governor's Office had contacted ORC to confirm contact information for the individuals representing Secretary O'Mara of DNREC, and Secretary Landgraf of DHSS: E. DeWhitt and T. May, respectively. She reported that the Governor's Office plans for these two positions to become appointed positions. Lastly, Ms. Fisher-Tyler indicated that milestones for the Regulatory Task Force activities are included in the ORC report, and would be discussed later in the agenda.

R. Brinsfield summarized the ORC Monitoring Reports for January – March, 2013. He reviewed the new format for the report, reflecting the number of permitted facilities, and number of tubes inspected on a monthly basis. He indicated that inspection assignments are prioritized by magnitude of radiation dose, time since last facility inspection and for cause status (new facilities, complaints, investigations, etc.). He also reported that the inspection frequencies will change in 2013, with the amended regulations to be published on June 1, 2013. I. Turner inquired about the nature of the violations reported in the monitoring report. R. Brinsfield provided some explanation of the violations reported. W. Holden requested that the report be modified to include the date that the violation was corrected, and the facility came into compliance.

Action Item: Edit report format to elaborate on nature of violation listed, and include Compliance Date, R. Brinsfield

VI. Discussion Items:

F. Esposito provided an overview of the Regulatory Task Force activities, with respect to Phase 1 and Phase 2 reviews. She acknowledged and thanked the members of the task force for their time and effort to date, and for that to come. She specifically thanked the members – W. Holden, L. Fox, R. Arm, K. Neelans, J. Dill, R. Mims and F. Fisher-Tyler for their contributions toward completion of this first milestone in the regulatory review. F. Fisher-Tyler reported that the Phase 1 regulations (4465 Parts C, G, F, K, X) would be published as final rule on June 1, 2013, with an effective date of June 11, 2013.

F. Esposito described work to date on the Phase 2 Review, comprised of 4465 Parts A & B, and 4466 Radiation Technologist/Technician Certification (Rad Tech) Regulations. She shared that the task force has completed first drafts of Parts A & B, and has begun to draft an amendment to the Rad Tech Regulations. She reported that the task force will meet again for a full day meeting in June, and that there are plans to invite external stakeholders for a pre-decisional review in September, 2013, consistent with the process used for Phase 1 Regulations in 2012.

VII. New Business

There was nothing to report.

VII Public Comments

There were no public comments submitted.

VIII. ADJOURNMENT

N. Melikechi introduced a motion to adjourn, R. Arm seconded and all voted to approve. The Authority meeting was adjourned at 7:45 pm. The next meeting of the Authority is scheduled for September 9, 2013 at 5 pm, at the Harry Levin Center for Pharmacy in Smyrna.

Respectfully submitted,

Kelly Shaughnessy,
Recording Secretary,
Authority on Radiation Protection
Office of Radiation Control