

**DELAWARE AUTHORITY ON RADIATION PROTECTION**  
**SUMMARY OF MEETING**  
November 18, 2010  
Delaware State University  
Martin Luther King Student Center  
Dover, Delaware

Members Present: (those with checks only)

R. Arm	√	F. Fisher-Tyler	√	K. Musto	
F. Esposito	√	W. Holden		N. Melikechi	√
L. Fox	√	C. Krikelis		D. Tilton	√
E. De Whitt	√	T. May	√		

Others Present:

R. Brinsfield	√	L. Terry-Graham	√	W. Fendt	√
N. Henry	√	A. Greenly	√		

Authority Chairman Dr. Melikechi called the meeting to order at 6:15 pm and started the meeting with introductions to welcome visitors attending the meeting.

**I. AGENDA ADOPTED**

Dr. Arm moved to approve the agenda, T. May seconded, and all members voted in favor of accepting. The motion was approved.

**II. MINUTES**

Dr. Arm moved to approve minutes of the September 13, 2010 Authority meeting, L. Fox seconded, and all members voted in favor of accepting. The motion was approved.

**III. CHAIRMAN'S COMMENTS**

Dr. Melikechi thanked the Authority members and ORC staff for their contributions to assuring radiation protection for Delawareans in 2010. He thanked Dr. Arm for acting as chair for the September 13<sup>th</sup> Authority meeting. He reported that the Authority currently has 5 vacancies, and this may be a good opportunity to explore how the Authority can have become more strategic and effective in carrying out it's mission.

**IV. OFFICE OF RADIATION CONTROL (ORC)**

F. Fisher-Tyler provided several hand-outs and in the interest of time, asked that members with questions or comment on the reports please email her. Informational reports handed out included:

- DRAFT 2010 Authority Accomplishments,

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- Proposed Authority meeting dates for 2011: February 28, April 4, September 12 & November 14,
- American College of Radiology White Paper entitled “Radiation Risk Low with Whole-Body Airport Scanners,”
- Environmental Leadership Academy presentation slides, Robert Brinsfield, on a proposed solution to improve x-ray inspection productivity in ORC.

## V. **OLD BUSINESS**

Dr. Melikechi reported that information had been circulated to the By-Laws Task Force members, but a meeting has not yet been scheduled. He indicated that this is a work in progress, to develop draft by-laws as mandated in Senate Bill 108, passed in 2008.

Dr. Melikechi announced that work on the new webpage is underway, and he reminded Authority members to provide their digital photograph and short biography for posting to the new webpage, which can be accessed at [www.deradiationprotection.org](http://www.deradiationprotection.org). He asked for volunteers to participate on a task force to determine content, how often it is reviewed, what is acceptable or relevant to post, etc. He reported that he has two students to carry out the work, but needs Authority members willing to provide editorial guidance. It was suggested that current topics might be appropriate to feature, such as a white paper on the recent I-131 over-exposure case in New York, that could have put the info reported in the media into better context for the public. Dr. Arm and Dr. Esposito volunteered to serve on the webpage task force with Dr. Melikechi.

Dr. Melikechi thanked Dr. Arm and Dr. Esposito for volunteering, and said that the webpage should be seen as the Authority’s window to the public, and should include the Authority mission statement and background information. He asked whether there is a logo for the Authority, and a suggestion was made to hold a logo contest. A. Greenly of ORC stated that among web designers, winning such contests is motivational and a resume-builder. L. Fox suggested that the Authority webpage include links to reference points in the radiation protection world. Examples include federal agencies, professional societies and other non-profit non-governmental organizations, as well as various Alliance sites that link these entities.

### **Action Items:**

- Schedule meeting of the By-Laws Task Force members, F. Fisher-Tyler
- Submit digital photo and short biography for the webpage, All
- Email members of web page task force with information, N. Melikechi

## VI. **NEW BUSINESS**

Dr. Melikechi led a dynamic discussion of Authority governance, with a focus on moving toward a more strategic approach. He proposed establishing a nominating committee to actively search for expertise that would supplement the collective skill set already represented on the Authority. He felt this new nominating task force could

make recommendations to the Governor's office for appointing new members. T. May suggested that the Authority include specific powers for the Chair to authorized to appoint members of such a task force. Dr. Arm agreed with the concept of ad hoc task forces in general, and also requested that T. May provide input to the By-Laws task force to ensure that such powers of task force member appointment by the Chair are included in the final product.

Dr. Melikechi stated that it is important to identify what skills or background the membership wants to bring to the Authority, giving examples such as communications, legal and legislative expertise. He emphasized legislative liaison experience and capability so ably provided by David Irwin, who retired from the Authority this year. Dr. Melikechi stated that it is important for the Authority to do the homework, develop criteria and identify desired skills or capabilities to be sought out in candidates for nomination.

Dr. Arm entered a motion to establish a Nominating Task Force, with members appointed by the Chair of the Authority, Dr. Esposito seconded the motion and all voted to approve. Dr. Esposito remarked that members of the public may be interested in the public member vacancies, but there does not appear to be a mechanism to communicate this beyond the Authority and DPH. Dr. Melikechi responded that an annual report to the Governor's office summarizing what is done, what we are doing now and what the challenges are, going forward, would be appropriate. T. May stated that an annual report to the Governor, with cc: to cabinet secretaries such as Secretary Colin O'Mara of DNREC and Secretary Rita Landgraf of DHSS would be an excellent idea. He offered that DPH can provide support for press releases that the Authority may wish to issue, that could serve to blast email or fax notices to a long list of media outlets. Dr. Esposito added that she generates a Report to the Medical Society that is printed in the delegates' handbook, as well.

The matter of "retiring" appointees was brought up, and Dr. Esposito suggested that in addition to their elected officials issuing tributes, perhaps the Authority could also issue tribute in the form of a resolution. F. Fisher-Tyler agreed and described the resolutions issued for retiring members by the Conference of Radiation Control Program Directors (CRCPD). In particular, it was agreed that resolutions should be done to recognize contributions of Authority Chairpersons.

It was agreed that ORC Reports provided at meetings would be placed into a consent agenda item, to allow more time for discussion of Authority governance matters, for the time being. A question was asked about the variance approved by the Authority in September for use of a hand-held x-ray device in research, and F. Fisher-Tyler stated that a presentation by Captain Sean Boyd of the FDA at the Mid-Atlantic Radiation Protection Conference held November 15-16, 2010 was informative on the matter.

**ACTION ITEMS:**

- Email Captain Sean Boyd presentation slides to the Authority distribution, A. Greenly

- Email example CRCPD Member Retirement Resolution to the Authority distribution, F. Fisher-Tyler

## **VIII. PUBLIC COMMENTS**

Guest Bill Fendt of the University of Delaware stated that a biology professor at the university, Dr. David Smith has been identified as a possible nominee to fill the university position on the Authority vacated by Robin Elliott in the spring of 2010. He indicated that the Governor's Office reached out to the University to identify a nominee for the position.

F. Fisher-Tyler led the election of officers for 2011. L. Fox introduced a motion to nominate Dr. Melikechi for a third year as Chair, E. DeWhitt seconded and all voted to approve. Dr. Esposito introduced a motion to nominate Dr. Arm for a third year as Vice-Chair, L. Fox seconded and all voted to approve.

## **IX. ADJOURNMENT**

Dr. Arm moved to adjourn the meeting, E. DeWhitt seconded and all voted to accept. The motion was approved.

The next Authority meeting is scheduled for Tuesday, February 28, 2011 at Delaware State University in Dover, Delaware.

Respectfully submitted,

Frieda Fisher-Tyler, Administrator  
Office of Radiation Control  
Executive Secretary  
Authority on Radiation Protection