

**DELAWARE AUTHORITY ON RADIATION PROTECTION**  
**SUMMARY OF MEETING**  
February 29, 2016  
Harry Levin Center for Pharmacy History & Education  
27 North Main Street  
Smyrna, Delaware 19977

Members Present: (those with checks only)

R. Arm		T. Hitchens		K. Musto	√
F. Esposito	√	W. Holden, III	√	G. Poirier	√
J. Dill	√	I. Turner, Jr.	√	D. Andrews	√
F. Fisher-Tyler	√	T. May		M. Finkelstein	√
M. Higgins	√	N. Melikechi			

Guests:

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

F. Esposito, Authority Chairman, brought the meeting to order at 6:08 pm. She confirmed that a quorum (majority) of appointed Authority members were present.

**I. Agenda Adopted**

F. Esposito asked for a motion to approve, or amend the agenda. I. Turner Jr. introduced a motion to accept the agenda without change. M. Finkelstein seconded and all voted to approve. The motion passed.

**II. Approval of Minutes**

F. Esposito inquired about any changes or additions to the draft minutes for the previous meeting, there were none. M. Finkelstein introduced a motion to approve the November 2, 2015 Authority public meeting minutes, I. Turner, Jr. seconded and all voted to approve. The motion passed.

**III. Chairman's Comments**

F. Esposito thanked all present for coming out to serve the interests of radiation protection in Delaware. She expressed her gratitude to the members for giving their personal time and energies to the work of the Authority, and welcomed Diane Andrews, RN, JD, Esquire, a newly appointed public member for Kent County. She then initiated a round of introductions.

#### IV. Old Business

W. Holden, III inquired about the status of the conditional variance issued to Dr. Swiatowicz for a hand-held Aribex® NOMAD dental intraoral x-ray unit approved by the Authority at the September, 2015 meeting. F. Fisher-Tyler indicated that the facility had passed a site visit prior to being given approval to operate, that the variance granted by the Authority was a one-year, conditional variance, and that the Office of Radiation Control would conduct a mid-year review and report out status at a future Authority meeting.

**Action Item: Report out on Conditional Variance issued to Dr. Swiatowicz, R. Brinsfield.**

#### V. Informational Updates

F. Fisher-Tyler provided an overview of the 2015 Delaware Radiation Control Program Annual Report, indicating that the Office of Radiation Control provides the means to carry out the work of the Authority, as specified in Title 16 Delaware Code, Chapter 74, Radiation Control. She focused her comments on program metrics in regulatory work flows for registered radiation machine & radioactive material facilities, registered radiation service providers (vendors), and certified radiation technologists and technicians, as well as the overview of regulations revised and amended in recent years, with the latest set published in August, 2015.

R. Brinsfield reviewed the Radiation Control Program Monitoring Reports for calendar years 2014 and 2015. He briefly reviewed New X-Ray Facility (new rooms evaluated for radiation shielding to assure protection for patients, operators & members of the public), X-Ray Facility Inspection Summary (numbers of facilities and x-ray tubes inspected), X-Ray Inspection Violation (citations identified during inspection) and Radiation Technologist/Technician Certification Summary Reports. He fielded questions and collected comments. He noted that the number of facilities and tubes inspected had decreased slightly, due to staffing considerations, but that the number of violations cited during inspections had increased, due to changes in reporting procedures. He provided a summary sheet comparing the following parameters for 2014 vs. 2015: Number of new radiation machine rooms or facilities opened, number of radiation machine facilities inspected, number of x-ray machine tubes inspected, total number of violations cited, and number of Notice of Violation letters issued. He indicated that Notice of Violation Letters are issued when there are multiple violations, or violations that require time to correct, eg. equipment maintenance or technician required to sit for a certification examination.

## **VI. Committee Reports**

### **Public Education Committee Report**

Public Education Committee Chair W. Holden, III provided an update on committee activities, reporting that the committee held a teleconference on February 16. A brief handed out, with the committee's work objectives laid out for 2016. The objectives included making the Governor's Proclamation an annual, recurring event with preferred venue for signing at a health or science education event, and the group to be emphasized will be radiologic technology students this year. He also indicated that the committee will draft an outreach letter to Authority partner organizations to inform them of content on the Authority webpage, which will be followed up with phone calls from Authority members affiliated with those partner organizations, and invitations to the proclamation signing event in November. He reported that the committee has some follow-up work to do on the Authority webpage, to include further exploration of Google analytics reports. He indicated that the committee has teleconferences or meetings scheduled quarterly in 2016.

### **Regulations Committee Report**

Regulations Committee Chair F. Esposito provided an update on committee activities, and handed out a brief with the committee's work objectives laid out for 2016. The objectives include conducting a critical review of the following regulations, in Phase 4 of the regulatory review that initiated in 2012:

- Part E Industrial Radiography
- Part F X-Ray and Imaging Systems in the Healing Arts
- Part H Analytical and Security Screening
- Part T Transportation.

She reported that the committee will hold teleconferences or meetings quarterly in 2016 to review source documents, comparing the current Delaware Radiation Control Regulation chapter to the published Conference of Radiation Control Program Directors (CRCPD) Suggested State Regulation (SSR). She indicated that the committee will generate pre-decisional draft documents for review by internal and external stakeholders at the September Authority public meeting, and a proposed rule for deliberation and vote by the Authority in November. The proposed rules would then be submitted for Division of Public Health review and publication in January, 2017 and after factoring in public comment, be published as final rule in the June, 2017 timeframe.

## **VII. New Business**

There was no new business to report.

## **VIII. Public Comments**

There were no public comments.

**VIII. Adjournment**

J. Dill introduced a motion to adjourn, I. Turner Jr. seconded, and all voted to approve. The motion passed.

Authority meetings are scheduled to be held in 2016 on April 25, September 26, and November 14 at 6 pm, at the Harry Levin Center for Pharmacy Education & History in Smyrna, Delaware.

Respectfully submitted,

Frieda Fisher-Tyler, MHS, CIH  
Administrative Agent,  
Authority on Radiation Protection  
Radiation Control Program Director  
Delaware Division of Public Health