

**Decontamination, Decommissioning and Re-Utilization Division
Executive Committee Meeting**

**ANS Annual Meeting, Washington, DC
June 1, 2003
3:00 – 5:30 pm**

Present: Steve Bossart, Sam Bhattacharyya, Jim Byrne, Joe Carignan, Tracey Goble, Lynne Goodman, John Gunning, Takeshi Ishikura, Jay Kunze, Carl Mazzola, Russ Mellor, Dick Meservey, Gerry Motl, Tim Polich, Mark Price, Jim Rang, Paul Wollam, and Paul Ziemer.
Guest: Emmy Roos (ANS Board member)

1. **Call to Order:** Lynne Goodman called the Executive Committee (EC) to order and welcomed the new members and officers. She asked all attendees to introduce themselves.
2. **Approval of minutes:** The minutes of the November 17, 2002 meeting that had been previously distributed were reviewed. A motion was made and seconded to approve the minutes. Motion carried.
3. **Chairperson's Report:**
 - 3.1. **Appointments to Executive Committee:** Lynne Goodman asked that the full Executive Committee confirm the appointments of Jim Rang and John Gunning to fill two open slots on the Executive Committee. These appointments had been previously approved by a limited number of EC members during the May, 2003, conference call. Both individuals have agreed to serve. Upon motion, duly seconded, the EC members voted unanimously to confirm these appointments.
 - 3.2. **Report on Professional Divisions Chairs Meeting:** Lynne summarized the current goals and concerns that were discussed as the recent meeting of the Division Chairs. The ANS plans to address one of these items at each annual meeting in the years ahead. The goals are:
 - Maintain solvency while meeting Society goals
 - Attract new and lost members to the ANS rolls (there has been a net loss of 10% per year in recent years)
 - Communicate (to the public) that the nuclear field represents an accepted technology
 - Seek to bring younger members into the nuclear field
 - Develop a more effective ANS governance system
 - 3.3. **Other issues:**
 - Lynne encouraged the EC to support efforts to mentor scholarship students and to make efforts to involve them in DD&R Division activities.
 - It was announced that guidance on writing articles for ANS publications will now be available on the ANS web site.

- Regarding topical meetings, Division members are not authorized to sign contracts with organizations or vendors for goods or services.
- It is recommended that for assistance at ANS meetings, the Divisions consider soliciting help from local ANS Sections.
- Overall, Lynne indicated that this past year has been a successful one for the Division, and she is looking forward to the future.

3.4. ANS Metrics (see Agenda Item 10): Lynne indicated that the ANS is measuring the “health” of each division by a series of metrics that include meeting participation, division governance, contributions to society, services to membership, and related parameters. Currently the DD&R Division has scored well in a number of areas. Overall, DD&R was one of four divisions that ranked above average. The only areas where we score in the “yellow” range (indicating a need for strengthening) are (1) succession planning for appointed positions, (2) development of position papers, and (3) sponsoring of professional division workshops.

A discussion followed. Jim Byrne indicated that the DD&R Position Paper on low-level waste is overdue. Lynne asked if there were any objections to sharing the roll-up of the scoring with the ANS Board of Directors. There were no objections.

- 4. Vice Chair’s Report:** Jim Byrne distributed the current drafts of the Long Range Operations Plan, the Operating Manual, and the Operations Plan for 2003-2004. He requested that comments from the Executive Committee be sent to him. The documents will be on the Agenda for approval at a later meeting.
- 5. Treasurer’s Report:** Gerry Motl presented this report (see handout). He noted that the budget is on a calendar year basis, even though the ANS and Division activities do not follow the same scheme. He pointed out that our budgets in the past have tended to be conservative (i.e., we overestimate expenses and underestimate income). As a result we are in good financial shape. The EC members asked Gerry to update the handout so that it shows the expenses through 2002. He agreed to provide the members with the more current information. Gerry also noted that the budget for 2004 will be presented for action at the November 2003 meeting.
- 6. Committee Reports:**
 - 6.1. Membership Committee:** Joe Carignan reported that the DD&R Division membership has remained fairly constant in recent years and currently stands at 1325. He also indicated that he has compiled the results of the recent membership survey and will put together a chart summarizing the results of the questionnaire.
 - 6.2. Scholarship Committee:** Paul Ziemer distributed the Committee Report. He announced that Ms. Cindy Fung, a Senior in Nuclear Engineering at the University of Florida, is this year’s DD&R Division Scholarship winner. Ms. Fung was unable to attend this Annual Meeting of the ANS due to her summer intern position. This year, the Scholarship Committee solicited applicants from 104 university programs in nuclear engineering,

health physics, and environmental sciences and engineering. A total of 39 applications were received, including 15 women and 24 men representing 14 institutions.

The Scholarship Committee recommended two changes in the wording describing the DD&R Scholarship requirements as presented on the ANS web site:

- Add a sentence in the last paragraph of the general information about the ANS Undergraduate Scholarships to read: “Applicants for the DD&R Scholarship must also submit a brief essay discussing the importance of some aspect of DD&R to the future of the nuclear field.”
- Rewrite the last bullet of the DD&R Scholarship information to read: “Commit to participating in the DD&R Division Activities by attending the annual and winter meetings of the ANS and serving as a student representative at the DD&R Executive Committee meetings at both ANS meetings. The Division will provide funding for the student’s travel, including student registration, reasonable transportation, food, and lodging.”

Because these two recommendations came from a committee, they constituted a motion and required no second. The recommendations were both approved as a single motion. Paul Ziemer is to prepare material to submit to the ANS Scholarship Committee to implement these changes.

A question was raised about the current adequacy of the endowment fund that supports the DD&R Scholarship. Lynne Goodman indicated that we may know later this week whether or not we will need additional funds to maintain a fully endowed scholarship. Gerry Motl made a motion, seconded by Tim Polich, to go on record as favoring full funding of the scholarship endowment fund. It was noted that although we do not currently know what the amount is, we could vote in terms of the general principle. Action on specific funding would still have to occur at a later time when we know what the actual amounts are. The motion was approved with one negative vote.

6.3. Newsletter: There was no report on the Newsletter, but there was agreement amongst the EC members that the Newsletter Editor has done an excellent job.

6.4 Honors and Awards: Carl Mazzola announced that the best paper award for the Winter 2002 Meeting in Washington DC goes to Charles Ferguson. Awards for best panelists at the Winter Meeting go to Ray Burke and Elias Hanna. Carl also paid tribute to those EC members responsible for the Embedded Topical sessions at this year’s Annual Meeting, namely: Jim Rang, our general Program Chair; Mark Price, Embedded Topical Program Chair; Richard St. Onge, Technical Program Chair; Steve Bossart, Track 1 Panel Chair; and Don Eggett, Track 2 Panel Chair.

A proposal was received from Larry Boing recommending the DD&R Division sponsor a “higher level” award, perhaps a national award of some sort in the area of DD&R. Details remain to be worked out. There was a general consensus that this was a good idea, but action will be deferred to the November 2003 meeting.

6.5 Finance Committee: Gerry Motl was asked about the need for an audit of the DD&R account. He indicated that there is no need for an audit since we do not actually handle any funds. All the accounts are managed by the ANS HQ staff, so any audits would be done directly by the ANS.

6.6 Program Committee: Jim Rang summarized the actions of the Program Committee that had met prior to the EC meeting. He highlighted plans for a session that is planned for the 2004 Annual Meeting to mark the 25th anniversary of TMI. He also emphasized ongoing efforts to consolidate DD&R-related meetings in the future. Details on the Program Committee actions are provided in the minutes of that committee meeting.

7. Long Range Operating Plan:

7.1. Membership Interest Questionnaire: Joe Carignan reported on the results of the membership questionnaires. There have been 209 responses to date. The preliminary results indicate that 77% of the respondents feel that the DD&R Division provides value to them as members. We need to wait several more weeks to obtain a greater number of responses, after which Joe will prepare and distribute a complete summary of the results.

7.2. Meeting Consolidation: Lynne Goodman summarized the status of the consolidation efforts. (Note: see additional details in the Program Committee minutes). Lynne requested that interested EC members meet with her for breakfast Wednesday, June 4 at 7 a.m.

7.3. Public Policy: Jim Byrne had no additional items to add at this time.

7.4. Standards: Don Eggett reported that Jim Byrne's Long Range Plan covers the items of interest. Don will send out e-mails again to solicit support for standards activities. He indicated that the International Standards Organization NTAG organization is interested in individuals to participate in standards development in the area of DD&R, particularly site remediation. With respect to standards in process, he indicated that the standard on Validation of Data is on track, and the standard on De-fueled Safety Analysis is currently under review.

7.5. Website: John Gunning reported that the DD&R web site is currently up-to-date. He expressed the hope that the site would be widely used. John acknowledged the assistance of Hanna Shapiro who does the programming for the site.

8. Other Long Range Operating Plan Items:

8.1. White Paper on Designing New Plants for Decommissioning: Sam Bhattacharyya reported on the draft white paper that is being developed. The plans are to issue the 1st draft in about a month.

8.2. Other: Lynne Goodman asked if this or other white papers should be issued as a journal article or a Nuclear News article. She noted that in general white papers do not have a "home." The general consensus was that this was a good idea. Another suggestion was to issue the white paper as a monograph. Sam agreed to check with the ANS on available options for publishing a white paper as a monograph.

- 9. Revision to the DD&R Charter:** Steve Bossart reported on the proposed revision to the DD&R Charter. The focus of the revision is the addition of legacy waste and long-term stewardship as an integral part of the DD&R mission. He noted that the importance of this area is exemplified by the fact that the DOE has recently set up a separate Office of Legacy Management. This area includes long term surveillance, maintenance of site and worker records, pension and health benefits for workers, and grants and economic incentives for states to acquire land. Steve indicated that, so far, there has been a positive reaction to the idea of including long-term legacy and stewardship as part of DD&R activities. He emphasized the need to communicate to others that this area is included in DD&R. He stated that he is soliciting input on moving this idea along in terms of modifying the DD&R Mission Statement.

Gerry Motl moved, and Russ Mellor seconded, that legacy and long-term stewardship be officially included as part of the DD&R Division's mission. The motion carried unanimously.

- 10. Metrics:** See item 3.4. above
- 11. IAEA Request for Assistance:** Lynne Goodman announced that the IAEA has requested assistance on developing a graduate level course covering several DD&R topics. If anyone is interested, let her know.
- 12. Radwaste Magazine Articles:** No report on this item
- 13. Student Conference 2004:** During the Program Committee meeting, the student representatives for the 2003 Student Conference, Darby Kimball and Lance Kim, reviewed last year's conference and introduced the Chair of the 2004 Conference, Ross Radel. Ross indicated that the 2004 Conference will be on April 1-2 at the University of Wisconsin. (See additional details in the Program Committee minutes.)
- 14. ASME D&D Handbook:** Carl Mazzola reported that the project is moving slowly. The Chair asked Carl to follow up on the status of this effort and report back to the EC.
- 15. New Business:**
- 15.1.** There was discussion on whether to restrict the DD&R web site to members only. There was general agreement that much of the information on the site should be open and available to anyone. However, there may be a need for a pass-word protected restricted area within the site for use by Executive Committee members only. John

Gunning made a motion, seconded by Steve Bossart, to establish a restricted area on the web site. The motion passed with one opposing vote.

15.2. Jim Byrne announced that he would appoint chairs for the various committees for next year. These will be announced later.

15.3. The Executive Committee expressed thanks to Lynne Goodman for her excellent leadership as Chairperson for the past year.

16. Adjournment: The meeting adjourned at 5:30 pm.

Paul L. Ziemer
Secretary