

**Decontamination, Decommissioning and Reutilization Division (DDRD)
Executive Committee (EC) Meeting**

**ANS Annual Meeting, Pittsburgh, PA
June 13, 2004; 3:20 pm – 5:30 pm**

Present: Larry Boing, Dave Brevig, Jim Byrne (Chairman), Joe Carignan, Bill Franz, Lynne Goodman, Jay Kunze, Tom LaGuardia, Carl Mazzola (Secretary), Russ Mellor (Vice-Chairman), Tim Polich, Mark Price, Emmy Roos and Paul Woollam.

Guests: None.

- 1. Call to Order:** Jim Byrne, DDRD Chairman, called the Executive Committee (EC) to order at 3:20 p.m. and welcomed the new members and officers who will take their positions at the end of the Pittsburgh, PA meeting. All attendees briefly introduced themselves and their functions within DDRD. Attachment 1 provides a list of the EC meeting attendees.
- 2. Approval of Meeting Minutes:** The minutes of the November 16, 2003 New Orleans, LA EC meeting, that had been previously distributed, were reviewed. A motion by Russ Mellor was moved, seconded by Tim Polich, and voted (MSV) in the affirmative.
- 3. Chairperson's Report:** Jim Byrne provided the Chairperson's Report which is summarized in the following nine subsections:
 - 3.1. Executive Committee Status:** Jim Byrne mentioned that Steve Bossart was no longer able to participate in his executive committee membership role due to transfer to a new assignment within DOE. Bill Franz was appointed to fill the remainder of his term.
 - 3.2. Committee Chairs:** Jim Byrne reviewed the DDRD committee listing and the chairpeople of each committee, and indicated this list is on the DDR website. Jay Kunze accepted the appointment to the Scholarship Committee vacancy.
 - 3.3. ANS President's Meeting:** Jim Byrne attended the ANS President's meeting and reported on the highlights. Jim Tulenko, incoming ANS President will be working on invigorating local sections and to get more involvement with younger (i.e., 35 years old or younger) professionals. This topic will be discussed further at the Professional Divisions Committee (PDC) meeting. The members agreed with the concept. Lynne Goodman moved that DDRD support the concept of getting younger professionals involved and Tim Polich seconded the motion. The motion was voted in the affirmative. Additionally, DD & R Division was informed that it was no longer fully funded on its endowed scholarship, as ANS HQ has raised the endowment level to \$50,000. **ACTION 04-01: Jay Kunze will attend the scholarship committee meeting to discuss endowment.** Another area discussed was the types of sessions that professional divisions were sponsoring. Many divisions are opting for panel sessions which do not have abstracts published in Transactions. ANS HQ would prefer a larger mix of paper

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sessions to increase the size of Transactions and increase paper publication revenues.

- 3.4. PDC Workshop:** Jim Byrne attended the Saturday evening PDC Workshop and reported on the proceedings. At the workshop, Jim learned that each division is to have an ex-officio representative to the Public Information Committee. This is the first time DDRD has become aware of this, and at this point plans to take no action. Carl Mazzola, as an at-large member of the PDC, has been developing model division bylaws which should be approved by the Board of Directors at the Washington, DC meeting. Once approved, DD & R should update its Bylaws and Rules.
- 3.5. PDC Committee Meeting:** Jim Byrne indicated his intention to be at the DDRD-2005 Topical Planning Meeting on Tuesday. This will conflict with the PDC Meeting. Lynne Goodman will attend the PDC Meeting for him since Russ Mellor will not be available.
- 3.6. ANS Board Presentation:** Jim Byrne reviewed the presentation on the DDRD that he will be giving to the Board on Thursday.
- 3.7. Division Metrics:** Jim Byrne discussed the 2003 PDC Vitality Summary which is presented as Attachment 2. The metrics were quite positive a weaknesses only in long-range planning.
- 3.8. Action Items from Winter Meeting:** There were 16 action items from the Winter Meeting which was presented as Attachment 3. During the monthly teleconferences, many of these action items were worked on and closed out. Jim complimented Lynne who started the monthly teleconferences during her chairmanship.
- 3.9. Nominating Committee:** Jim Byrne reported that the nominating committee needs to be reconstituted. Jim Byrne, Russ Mellor, Tom LaGuardia and Carl Mazzola were selected for this year's nominating committee. **ACTION 04-02: Nominating Committee to develop slate for 2005-2006 Officers and 2005-2008 Executive Committee members.**
- 4. Vice Chairperson's Report:** Russ Mellor provided the Vice-Chairperson's Report which is summarized below:
- 4.1 Goals and Planning Committee (Review Actions Implementing 2004-2009 Plan):** Russ Mellor reviewed the implementation actions associated with the 5-Year Plan Long-Range Operations Plan which is presented as Attachment 4.

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4.2 Discuss 2004-2005 Tactical Plan: Russ Mellor discussed the 2004-2005 Tactical Plan which is presented as Attachment 5.

5. Treasurer's Report: Joe Carignan presented the Treasurer's Report which is presented as Attachment 6. Joe will prepare a 2005 Budget which will be submitted at the November meeting. **ACTION 04-03: Joe Carignan to prepare the 2005 Division Budget.**

6. Reports from Standing and Special Committees

6.1. Program Committee: Mark Price reviewed the discussion and decisions associated with the Program Committee Meeting which had just been completed. The Program Committee discussed the papers and panel at the New Orleans, LA meeting and the DD&R involvement in the Pacific Basin Nuclear Conference [PBNC] (Hilo, HI; March 2004). Several DDRD members (i.e., Russ Mellor, Carl Mazzola, Joe Carignan, Dick Meservey) were involved as technical reviewers for the PBNC and Tom LaGuardia developed a three-page report. The Program Committee discussed the reasons for the cancellation of SPECTRUM (Atlanta, GA; August 2004), and it made key decisions on the upcoming sessions at the next two ANS meetings in Washington DC (November 2004) and San Diego, CA (June 2005). The paper review for the Washington, DC meeting will be at ANS HQ, La Grange, IL, in July 2004. DDRD members were encouraged to continue stimulating papers to populate the potential sessions in the Call for Papers. 100-word summaries for the San Diego, CA meeting are due at the end of this week. **ACTION 04-04: Mark Price to facilitate program activities at national meetings and the 2005 stand-alone topical meeting.**

6.2. Membership Committee: Larry Boing, discussed the DD & R membership metrics which is presented as Attachment 7. The focus is on developing inter-society relationships (e.g., Health Physics Society, Energy Facilities Contractor Group, American Industrial Hygienists Association, American Council of Governmental Industrial Hygienists, American Glovebox Society). This will provide more exposure for the DD & R Division, which will ultimately translate into more members.

6.3. Public Policy Committee: Lynne Goodman discussed the Low-Level Radwaste Policy position she is developing with Ruth Weiner, Fuel Cycle and Waste Management Division (FCWMD). There have been additional comments from FCWMD that DDRD disagrees with. Herb Fonticella, Public Policy Committee Chairman, is attempting to resolve the differences. Lynne will attend the Wednesday Public Policy Committee meeting to represent DDRD. It was moved, seconded and voted to approve the position if the changes are non-substantive.

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ACTION 04-05: Approve Low-Level Radwaste Policy position paper if the changes are non-substantive.

- 6.4. Scholarship Committee:** Jay Kunze reported on the 2004 scholarship winner, Ms. Jennifer Michelle Cole. There was continuing discussion on how ANS HQ was treating the endowed DDRD scholarship, in that DDRD would still have to pay a portion of the scholarship if the stock market did not perform well in a given year. Carl Mazzola, who set up the scholarship in 1997, indicated that this is contrary to what was agreed upon with ANS Scholarship Committee, and contradicts the meaning of endowment. Carl indicated that Nolan Hertel, Scholarship Committee Chairman, agrees with him in principle.
- 6.5 Newsletter:** Vince Likar was unable to attend the meeting, but had done still another excellent job on the approximately 30-page newsletter which was again posted on the DDRD web page.
- 6.6 Honors and Awards Committee:** Carl Mazzola announced that the best paper and poster awards for the Winter 2003 Meeting in New Orleans, LA went to Eric Schmeiman, Ralph Royce, and Mickey Tunstall. Carl also provided a service award to Jim Byrne for his outstanding service as the DDRD Chairperson (2003-2004).
- There was additional discussion on DDRD's best paper awards that were provided at the Annual Waste Management Conference in Tucson, AZ, February 29-March 4, 2004, and that will be provided in WM 2005. Additional details can be referenced in the Program Committee minutes.
- 6.7 Finance Committee:** Gerry Motl was not available to report on the activities of the Finance Committee.
- 6.8 Standards Committee:** Don Eggett was not available to discuss the progress of the DD &R standards, although it was indicated that the standards are moving forward at a very slow pace.
- 6.9 Web Content:** John Gunning was absent, but proffered a report on the web page which is presented as Attachment 8. Several in attendance indicated that the work that Hanna Shapira is providing to the website is bearing fruit as it is a great looking web site.
- 7. DDRD Class I Topical Meeting, August 7-11, 2005:** Mark Price reported on the progress of the upcoming topical meeting in Denver, CO. Details of this meeting are contained in the Program Committee minutes. The planning committee will meet at

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4-6 pm on Tuesday. **ACTION 04-06: DDR-2005 Planning Committee to meet on Tuesday, June 15, 2004.**

8. Other Business

8.1. Proposed DDRD Award of Excellence: Larry Boing discussed the Award of Excellence proposal that he has developed. So far, there has been no negative feedback. This proposal needs to be integrated into the DDRD mainstream and a special committee needs to be formed to accomplish this. Russ Mellor cautioned that monetary awards should be avoided. The goal is to have everything in place by the November 2004 meeting. This will be discussed in more detail during the July 14, 2004 Conference Call. **ACTION 04-07: Appoint special committee to further develop DDRD Award of Excellence.**

8.2. Meeting Consolidation: Lynne Goodman summarized the status of the meeting consolidation efforts between DDRD and FCWMD. This effort has been adversely affected by the cancellation of SPECTRUM 2004.

8.3. ASME D & D Handbook: Tom LaGuardia indicated that the ASME Decommissioning Handbook is almost ready for publication. Over the past 5 years, DDRD has provided reviewers and has cosponsored the handbook. Mary Beth Gardener, ANS HQ has indicated her support for the handbook. **ACTION 04-08: Russ Mellor to develop letter from DD & R Division to Mary Beth Gardener to indicate its support for the ASME Decommissioning Handbook.**

8.4. Professional Division Model Bylaw Revision: Carl Mazzola reported on his efforts to develop a revision for the PDC of the Professional Division Bylaws. He has successfully made it through the Bylaws & Rules Committee with resolvable comments. The model bylaws should be approved by the Board of Directors during the November 2004 Winter Meeting.

8.5. Succession Planning: Jim Byrne discussed this area which received one of the few yellow metrics. There is a need to develop a succession plan for all DDRD leadership positions.

8.6. Members Only Section on Website: During the New Orleans, LA meeting, John discussed special password accessibility to the website for other DDRD members. At this meeting, several individuals expressed doubt that we can even do this. The goal is to allow limited entry to provide an incentive for interested individuals to join DD & R. John Gunning has already discussed this with Joe Koblich, ANS HQ. **ACTION 04-09: John Gunning to develop website password accessibility criteria.**

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9. New Business

9.1. AIChE Meeting Support: AIChE is having its annual meeting in April 2005 and wants to interface with DD & R. There were concerns that this was too close to the San Diego meeting and the Denver Topical Meeting, although there was good potential benefit for both organizations. There was some discussion about a possible co-sponsorship with AIChE for the DDR-2007 Topical Meeting. Steve Shepherd, Program Committee Chairman, will be involved, as appropriate.

ACTION 04-10: Russ Mellor and Jim Byrne will write a letter and agree to stimulate papers for their conference and request reciprocity.

10. Other Business: No other business was brought to the floor.

11. Adjournment: A motion was MSV to adjourn the meeting until the next monthly conference call. Motion carried. The meeting adjourned at 5:30 p.m. Russ Mellor set July 14, 2004 at 1:00 pm (EST) as the time for the next Conference call.

Respectfully Submitted,

Carl Mazzola, Secretary

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ACTION ITEMS

- 04-01 Jay Kunze will attend the scholarship committee meeting to discuss endowment**
- 04-02 Nominating Committee to develop slate for 2005-2006 Officers and 2005-2008 Executive Committee members**
- 04-03 Joe Carignan to prepare the 2005 Division Budget**
- 04-04 Mark Price to facilitate program activities at national meetings and the 2005 stand-alone topical meeting**
- 04-05 Approve Low-Level Radwaste Policy position paper if the changes are non-substantive**
- 04-06 DDR-2005 Planning Committee to meet on Tuesday, June 15, 2004**
- 04-07 Appoint special committee to further develop DDRD Award of Excellence**
- 04-08 Russ Mellor to develop letter from DD & R Division to Mary Beth Gardener to indicate its support for the ASME Decommissioning Handbook**
- 04-09 John Gunning to develop website password accessibility criteria**
- 04-10 Russ Mellor and Jim Byrne will write a letter and agree to stimulate papers for their conference and request reciprocity**

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**Attachment 1
Meeting Attendance and Contact Listing**

Name	Phone	Affiliation	E-mail
Larry Boing	630.252.6729	Argonne National Laboratory	lboing@anl.gov
Dave Brevig		Southern California Edison	brevigld@songs.sce.com
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Joe Carignan		TLG Services Inc.	carignan@tlgservices.com
Bill Franz		Los Alamos Technical Associates	bfranz@lata.com
Lynne Goodman	734.586.1205	Detroit Edison	goodmanl@dteenergy.com
Jay Kunze	208.282.2902	Idaho State University	kunzejay@isu.edu
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Carl Mazzola	706.650.0939	Shaw Environmental	Carl.mazzola#shawgrp.com
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