

American Nuclear Society

NFSC Executive Committee Minutes

17-21 June 2001

Milwaukee, Wisconsin

Members Present

Don Spellman, NFSC Chair, Oak Ridge National Laboratory
Shawn Coyne, NFSC Standards Administrator, American Nuclear Society
Suriya Ahmad, NFSC Standards Administrator, American Nuclear Society
Neil Norman, Parsons Infrastructure & Tech. GP, Inc.
Mike Wright, Grand Gulf Nuclear Station
Jean Savy, Lawrence Livermore National Laboratory
Jim Mallay, Framatone ANP
Tom Thomas, Duke Engineering & Services
Andy Wehrenberg, Southern Company Services
John Dewes, Westinghouse Savannah River Co. (alternate for Joe Cohen)

Members Absent

J. Thomas Luke, Vice Chairman, Exelon Cantara

1. Welcome and Roll Call

Don Spellman called the meeting to order. Introductions were made and Shawn Coyne announced that she was leaving American Nuclear Society (ANS) by the end of July 2001 to begin her postgraduate degree. Shawn Coyne's replacement will be Suriya Ahmad, who was formally introduced to the NFSC Executive Committee.

2. Approval of Agenda

The agenda for this meeting was approved without dissent.

3. Approval of Minutes

<p>MOTION: The minutes from the October 2000 meeting in Chicago, IL., and the March 2001 teleconference meeting were approved without dissent.</p>

4. Discussion of the SSC Meeting

Jim Mallay came to the NFSC ExC meeting briefly to present his report of the SSC meeting the day before. Mallay stated that he wants the Activities Report reactivated and finished by the end of November 2001. The Activities Report will consist of reports from all Consensus Committees and Subcommittee Chairs within the last calendar year. These reports must list all group members, the liaison of the committee, and the scope of all committees. Furthermore, working group chairmen must submit their reports about the status of their work, including a roster of their members.

ACTION 6/01-1: ANS will establish a proposal for revitalizing Activities Report. Items that will be included in the Activities Report are: status of standards, distinguished next milestones, scope of the subcommittees, membership rosters of consensus committees, subcommittees, and working groups.

ACTION: 6/01-2: Each Subcommittee chair will send their committee's scope to ANS Headquarters by 31 August 2001.

Mallay announced that RISC would create standards for "Non-Reactor Facilities."

Regarding "New Plant Design Standards," Spellman suggested to take active standards and develop a comparison list of those needed to be updated and then add ones that are missing.

Mallay cleared up the controversy about scheduling meetings during technical sessions at the ANS semi-annual meetings. The following conditions apply to approval of an exemption to the policies:

- A. Hold meetings outside technical meetings for those committees that can conduct a meeting.
- B. Hold standard committee meetings in technical format meeting. Although the concern for this is openness and registration.
- C. Jim Mallay must be convinced that meeting space is "worthwhile" and that attendance is guaranteed.

5. NFSC Participation

Spellman recognized that Sue Peccatiello's ballot participation list and meeting attendance is extremely useful. After this, the list was scrutinized to identify active and non-active participants.

ACTION 6/01-3: Spellman declared that he would contact members who have "Not Responded" on several ballots and repeatedly missed meetings.

A few members admitted that they did not respond to some ballots because the topic of the balloted standards was out-of-their-field. Spellman and Shawn mentioned that it is better to give an abstention ballot, than not to ballot at all; in that way, the individual's participation will be recorded.

6. Utilization of New Volunteers

A concern that was addressed regarding the Balance of Interests is the lack of Vendors and Utility Users. The NFSC needs to obtain more volunteers from these two interests. With more of ANS volunteers retiring, the need for new experienced volunteers is in demand. The NFSC will need input from the SC chairs as to what types of people they need.

Discussion about liaisons with ANS Divisions: For example, NFSC subcommittee chairs should become involved with the appropriate Division and attend their meetings on Sunday of ANS biannual meetings. Mike Wright should serve as power division liaison on standards issues.

There is also talk about finding a Standards Coordinator assigned to each division.

ACTION 6/01-4: Suriya will create new volunteer adverts as directed based on the specific needs of the NFSC subcommittee chairs.

ACTION 6/01-5: Any volunteer queries should be directed to ANS Headquarters, where the Standards Administrator will send a response/thank-you letter, volunteer form, and the scopes of ANS 21- ANS 27 subcommittees; this will steer the volunteer to see which committee suits her/his credentials. The NFSC will be carbon copied on the situation too. The NFSC will discuss volunteers at their teleconference meetings (no more than three months prior to the ANS annual meeting) and shall assign the volunteers to subcommittee chairs. It is then the responsibility of the subcommittee chairs to contact the potential volunteer and get them assigned to a working group.

This discussion then led to the NFSC setting their next meeting.

ACTION 6/01-6: Meeting -- The next NFSC ExC meeting will be a teleconference arranged by Tom Luke for 14 September 2001 at 11.00 A.M. Central Standard Time.

The ExC will also hold teleconferences two weeks before the ANS semi-annual meetings in order to prepare for the NFSC meetings. This teleconference will replace the ExC physical meeting that has been held during the ANS conference.

7. Standards Benefits Letters

Mike Wright presented the subject of Standard Benefits Letters to the ExC. The purpose is to coherently provide the differences between an old standard and its revised version to the (Attachment 1, Parts 1-3). In addition, there will be a memo from the NFSC Chairman to the End Users introducing the newly revised standard and directing the End User to read the subsequent benefits letter regarding the new standards "benefits" juxtaposed to its older version.

8. Toolkit

It has been decided that the Toolkit project will not be deleted, but continue under the direction of the NFSC Executive Committee. Focus of the Toolkit is to create consistency among the definitions of relevant words and to serve as a tool for Working Group Chairs in standard development.

ACTION 6/01-7: Spellman will send the present Toolkit and Glossary to the NFSC ExC members so that the members can work as a working group to create consistency with the definitions; afterwards, the NFSC ExC members will vote for approval.

ACTION 6/01-8: All new standards will state that current definitions are available on www.ans.org. Certain definitions that are felt by the working group to be important to a document will continue to be included in the document as long as the working group checks the “master” on the ANS website.

ACTION 6/01-9: When the Toolkit definitions are approved, ANS Headquarters will post it on its website.

9. Funding for Meeting Support

Funding for the ExC meeting support is no longer needed. Outreach program will be under Headquarter’s direction. Webpage will be under Headquarter’s direction.

10. Standards Administrator Report

Shawn and Suriya gave reports about the ANS webpage. The webpage will become more of a tool for the Consensus Committees. Balloting is the immediate project that will be undertaken. The target date for completion is by the end of August. Other information that will be included on the website are the following action items:

ACTION 6/01-9: Post Mallay’s Standards Presentation 1998 on www.ans.org.

ACTION: 6/01-10: Post NFSC ExC and NFSC minutes on www.ans.org.

Shawn’s report also consisted of ANSI’s change in postal address and its updated policies. Another point discussed was that ASTM will become the administrator of NTAG to ISO TC-85. More of this report can be seen as attachment, 2.

Submitted By,

Suriya Ahmad,
NFSC Administrator