

DELAWARE AUTHORITY ON RADIATION PROTECTION

SUMMARY OF MEETING

November 18, 2019

Harry Levin Center for Pharmacy Education

27 North Main Street

Smyrna, Delaware 19977

Members Present: (those with checks only)

F. Esposito	√	F. Fisher-Tyler	√	K. Musto	√
I. Turner, Jr.	√	W. Holden, III	√	H. Chen	√
N. Bent	√	T. Hitchens	√	M. Higgins	
M. Finkelstein	√	J. Mack	√	G. Poirier	
J. Wyatt	√				

Invited Guests:

R. Brinsfield	√	K. Shaughnessy	√	D. Hill	
R. Hagen	√	B. Fendt	√	J. Hanes	√
J. Suder		M. Zdradzinski	√	N. Henry, III	√
K. Rattay	√				

I. Call to Order/Chairman's Comments

Authority Chair F. Esposito brought the meeting to order at 6:10 pm, with a quorum of twelve Authority members. She thanked everyone for committing their personal time to attend the evening meeting, and in particular braving the traffic to arrive safely to do the business of the Delaware Authority on Radiation Protection. She asked all present to introduce themselves, welcoming appointed members, guests and staff.

II. Approval of Agenda – November 18, 2019

Authority Chair F. Esposito suggested a motion to approve the draft agenda handed out at this meeting, with adjustment for arrival of Dr. Rattay to present the Radiation Week Proclamation. K. Musto introduced the motion to make the agenda change, I. Turner, Jr. seconded, and all voted to approve. The motion passed.

III. Approval of Meeting Minutes – September 30, 2019

Authority Chair F. Esposito suggested a motion to approve the three sets of meeting minutes for the September 30, 2019 meeting. Kevin Musto introduced a motion to approve the minutes, as drafted. I. Turner, Jr. seconded, and all voted to approve. The motion passed.

IV. New Business

W. Holden, III, Chair of the Nominating Committee provided over the Annual Election of Officers. He nominated Kevin Musto for the office of Chair. W. Holden, III asked if there were other nominations from the floor and hearing none, introduced a motion to elect Kevin Musto Chairperson for 2020, Ivan Turner, Jr. seconded, and all voted to approve. The motion passed. W. Holden, III then nominated Ivan Turner, Jr. to be re-elected Vice Chair. M. Finkelstein seconded the motion, and all voted to approve. The motion passed.

Dr. Karyl Rattay, Director, Division of Public Health (DPH) joined the group, prompted a round of introductions since she had not met everyone present, and presented the following:

- Governors Proclamation declaring November 3-9, 2019 to be Radiation Protection Week in Delaware, to Dr. Esposito, Authority Chair,
- A tribute to Dr. Esposito for her 25 years of service to the Authority on Radiation Protection, and for her eight years of service as Chairperson,
- A tribute to F. Fisher-Tyler for her 17 years of service to the Division of Public Health, and her service to the State of Delaware, upon her retirement effective January 1, 2020.
- A tribute to N. Henry, III for his 30 years of service to the Authority on Radiation Protection, and 13 years of service to the DPH Office of Radiation Control, upon his leaving state service in October 2019.

The tribute and proclamation recipients made brief remarks about their service, and how much they enjoyed working with the Authority on Radiation Protection, and the Agency.

Ivan Turner, Jr. presented a draft Annual Report to the Governor, and cover letter. J. Wyatt introduced a motion to approve the 2019 Annual Report to the Governor, M. Finkelstein seconded, and all voted to approve. The motion passed.

Action Item: Submit Annual Report to Governor's Office, F. Fisher-Tyler.

V. Informational Updates from ORC

F. Fisher-Tyler provided an overview of the Radiation Control Program Report to the Authority on Radiation Protection, speaking to the status of such governing documents as the Bylaws, Strategic Plan, and Annual Report to the Governor. She indicated that activities of the committees would be reported out by the committee chairpersons, later in the agenda.

R. Brinsfield presented the ORC Monitoring Reports for calendar year 2019, YTD. He indicated that the handouts were numbered, and each attendee should give their copy to K. Shaughnessy after the discussion. He described each category in the report, beginning with Number of New X-Ray Rooms subject to shielding plan review by ORC-registered Radiation Service Provider & issuance of "Approval to Construct" letter by the DPH Office of Engineering, as well as pre-operational inspection/issuance of "Approval to Operate" letter, and registration permit by the DPH Office of Radiation Control. He

reviewed the X-Ray Facility Inspection Report, Inspection Violation Report, and Radiation Technologist & Technician Certification Report. He also described the addition of reporting of new X-Ray Rooms that had been approved for use, but which had not required a radiation shield plan review to provide a more complete picture of new radiation facilities opening in Delaware.

VI. Committee Reports:

Regulations Task Force, Chair F. Esposito

Dr. Esposito reported that the committees work was reviewed under New Business, and she had nothing further to report.

Nominating Committee/Public Education Committee, Chair W. Holden, III

W. Holden, III reported that a letter of recommendation was being sought from the Authority to support appointment of Kerry Wilson as public member, to fill one of two vacant positions on the Authority. Ms. Wilson was in attendance at the meeting. M. Finkelstein introduced a motion to approve the letter of recommendation, W. Holden, III seconded, and all voted to approve. The motion passed.

Action Item: Submit letter of recommendation to Governors Office, F. Fisher-Tyler

Certification Committee, Chair T. Hitchens

T. Hitchens reported that the committee will hold discussions and draft a brief on whether/how to implement the Fluoroscopy Exam for Physician Assistants (PAs) and Advanced Practice Registered Nurses (APRNs). The Authority members provided support in concept to move in this direction. T. Hitchens indicated that earlier discussion of developing awareness training materials for veterinary practices will be also be addressed, but after the Fluoroscopy Exam tasking has been completed.

Action Items: Develop brief on implementing the Fluoro Exam for PAs and APRNs for review at Feb 2020 meeting - T. Hitchens, R. Brinsfield.

Action Items: Explore development of awareness training materials (Powerpoint) slide set, to reach out to the Veterinary Society offer, T. Hitchens, R. Brinsfield.

VII. Public Comments

There were no public comments.

VIII. Acknowledgements and Adjournment

F. Esposito acknowledged the hard work of the Office of Radiation Control in preparing multiple sets of proposed regulations, and for due diligence in preparations such that there was little question or comment regarding the proposed rule.

Thanks were expressed to Robert Brinsfield and James Hanes for diligently preparing ORC Monitoring Reports, to Kelly Shaughnessy and Robert Brinsfield for handling meeting logistics, to Mike Zdradzinski, James Hanes and Randy Hagen for helping with meeting set-up, and all present who helped with break-down/clean-up of meeting venue, to enable an effective and efficient meeting!

Our collective thanks to Authority member Kevin Musto, who enables access to this centrally located, outstanding meeting space by the Delaware Pharmacists Society! A wonderful resource to the practice community, much appreciated.

In 2020, the Authority is scheduled to meet on the following dates at 6 pm, at the Harry Levin Center for Pharmacy History & Education in Smyrna:

- February 24
- April 20
- September 21
- November 16

F. Esposito introduced a motion to adjourn, M. Finkelstein seconded the motion, and all voted to approve. The motion passed.

Respectfully submitted,

Frieda Fisher-Tyler,
Administrative Agent,
Authority on Radiation
Protection