

**DELAWARE AUTHORITY ON RADIATION PROTECTION**  
**SUMMARY OF MEETING**  
February 27, 2017  
Harry Levin Center for Pharmacy History & 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	√	J. Dill	√
D. Andrews		T. Hitchens	√	M. Higgins	
M. Finkelstein	√	T. May		G. Poirier	√
N. Lippmann		D. Andrews	√		

Guests:

R. Brinsfield	√	K. Shaughnessy	√	D. Hill	
B. Fendt	√	N. Henry	√	R. McMann	√

**I. Call to Order & Agenda Adopted**

F. Esposito, Authority Chair, brought the meeting to order at 6:10 pm. I. Turner, Jr. introduced a motion to adopt the Agenda as written, D. Andrews seconded the motion, and all voted in favor. The motion passed.

**II. Approval of Minutes**

Minutes for the meeting held November 14, 2017 were reviewed. T. Hitchens introduced a motion to approve the minutes as written, D. Andrews seconded the motion, and all voted in favor. The motion passed.

**III. Chairman's Comments – Welcome New Members**

F. Esposito welcomed all to the meeting, and thanked all present for contributing their personal time and effort to the work of the Authority, providing radiological health protection for Delawareans. She indicated that a new member of the Office of Radiation Control was present, and asked him to introduce himself and the others present to do the same. R. McMann shared that he joined the Division of Public Health on February 6, working in a new position coordinating radiological emergency preparedness work with the Delaware Emergency Management Agency (DEMA). F. Esposito extended him a warm welcome, and encouraged others present to do the same.

**IV. Old Business**

F. Esposito, chair of the Regulations Task Force provided a brief status update of the Phase IV review of radiation control regulations (Delaware Administrative Code, Title 16, Chapter 74, 4465), indicating that two chapters in process are anticipated to publish as a proposed rule on April 1, 2017, with public comment period of 30 days, followed by a publication of a final rule an additional 30 days later. The two chapters in process are Part F, Medical Diagnostic and Interventional X-Ray and Imaging Systems, and Part H,

Radiation Safety Requirements for Non-Healing Arts Radiation Generating Devices. She thanked the members of the Regulations Task Force for their considerable efforts in incorporating comments from the Pre-Decisional Stakeholder meeting at the September, meeting into a draft proposed rule, and additional comments from the Authority membership, to develop a robust proposed rule for approval at the meeting in November. F. Fisher-Tyler provided a brief overview of the process for publication, comment and hearing for the proposed regulations, Part F & H described earlier in the meeting by F. Esposito. She reported that anticipated publication for the proposed rule is March 1, 2017. She indicated that depending upon level of comment, the task force may be convened to discuss comments and incorporating changes to the proposed rule prior to publication of the final rule. F. Esposito reminded those present that the Authority has the responsibility and authority to re-write the radiation control regulations to ensure they are updated to reflect changes in the practice community, and this is important for protecting Delawareans. She indicated that she and M. Finkelstein are able to participate due to the importance to the Medical Society and the Osteopathic Medical Society.

**V. Office of Radiation Control (ORC) Reports**

F. Fisher-Tyler provided a brief overview of the Radiation Control Program Report, detailing program milestones of interest to the Authority membership. F. Fisher-Tyler shared with the Authority that she had been serving as Acting HSP Section Chief since December, and would continue to do so until T. May's return from extended leave. She commended the radiation control office staff for their outstanding contributions and support, enabling her to take on these additional duties, while continuing in her role as ORC Administrator. R. Brinsfield presented radiation control monitoring reports for calendar years 2015 and 2016, allowing for year over year comparison of program inspection and other regulatory metrics. He indicated that the numbers were slightly lower in 2016 versus 2015, due to a long term medical leave for one full time staff.

**VI. Committee Reports**

W. Holden provided a brief description of efforts to fill two vacant, public member positions on the Authority. He indicated that efforts were underway to identify nominees, whose resumes would be reviewed by the full Authority, and upon review of any comments, a recommendation would be made by Chair F. Esposito to the Governor's Office for appointment. F. Fisher-Tyler reported that all members whose terms have expired or which will soon expire may continue to serve until re-appointed, and their presence counts toward the quorum for voting purposes. She indicated that efforts are underway with the new administration to get members reappointed, as needed.

**VII. New Business**

The Authority Strategic Plan and By-Laws, last reviewed in September 2015 were reviewed. Minor editorial changes were identified for the Strategic Plan, and the Authority By-laws content was determined to be acceptable, as written. D. Andrews introduced a motion to approve the edits as identified by the Authority, M. Finkelstein seconded the motion, and all voted to approve. The motion passed.

I. Turner, Jr. briefed the Authority members that the Annual Report to the Governor will be drafted on the Fiscal Year 2017 activities of the Authority, circulated for review via email, and a vote for approval would be taken at the September 2017 meeting.

**VIII. Public Comments**

There were no public comments to report.

**VIII. Adjournment**

The next meeting of the Authority is scheduled for May 15, 2017 at 6 pm at the Harry Levin Center for Pharmacy History & Education in Smyrna.

Respectfully submitted,

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