

**DELAWARE AUTHORITY ON RADIATION PROTECTION
SUMMARY OF MEETING**

October 1, 2018

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	√	N. Lippman	√	G. Poirier	√
J. Wyatt	√	J. Mack	√		

Guests:

R. Brinsfield	√	K. Shaughnessy	√	D. Hill	√
N. Henry	√	B. Fendt	√	J. Hanes	√
J. Suder		M. Zdradzinski	√	H. Chen	√

I. Call to Order/Approval of Agenda

Authority Chair F. Esposito brought the meeting to order at 6:12 pm, with a quorum of twelve members. I. Turner, Jr. introduced a motion to adopt the Agenda as amended to add approval of July 25, 2018 Regulations Task Force meeting minutes. M. Finkelstein seconded the motion, and all voted in favor. The motion passed.

II. Chairman's Comments

Authority Chair F. Esposito welcomed all present to the meeting, and thanked everyone for contributing their personal time and effort to the work of the Authority, providing radiological health protection for Delawareans. In particular, she thanked those members serving on Authority committees for their contributions to the work of the Authority. She asked all present to introduce themselves, in particular for members to describe their appointed role. She welcomed in particular Hungcheng (Hank) Chen who attended as a guest for the first time

III. Approval of Minutes – May 7, 2018

I. Turner, Jr. introduced a motion to approve the minutes of the May 7, 2018 Authority public meeting. M. Finkelstein seconded the motion, and all voted in favor. The motion passed.

Action Item: Submit approved Annual Authority Report for FY2018 to the Governor's office, F. Fisher-Tyler.

IV. Approval of Minutes – July 25, 2018

M. H introduced a motion to approve the minutes of the July 25, 2018 Authority Regulations Task Force public meeting. I. Turner, Jr. seconded the motion, and all voted in favor. The motion passed.

V. New Business

Authority Vice-Chair I. Turner, Jr. reported that the Fiscal Year 2018 Annual Report to the Governor on activities of the Authority is drafted for consideration by the full Authority for review and approval vote. He indicated that activities of the Authority, the work of its committees, and work in partnership with ORC such as regulatory review, amendment and repeal/replace actions were included for fiscal year 2018, the period from July 1, 2017 to June 30, 2018. M. Higgins introduced a motion to approve the FY 2018 Annual Report to the Governor. F. Esposito seconded the motion, and all voted in favor. The motion passed.

VI. Informational Updates

F. Fisher-Tyler briefly reviewed the Radiation Control Program Report, highlighting the due dates for review of Authority internal governance documents. She reported that the Authority Bylaws and Strategic Plan will be reviewed at the first meeting of every year. She indicated that the Bylaws, Strategic Plan, final public meeting minutes, and other Authority documents are posted to Authority webpage: www.deradiationprotection.org. She reported that a number of items listed in this report would be elaborated upon by the committee chairs in their reports.

R. Brinsfield reviewed the ORC Monitoring Reports for January – August, 2018. He indicated that the handouts were numbered, and would be collected prior to the end of the meeting. 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 reported that numbers for the number of inspections completed and violations issued have increased throughout the year since ORC has returned to full staffing, after several months at greatly reduced staffing level in 2016 and 2017. F. Fisher-Tyler reported that the Radiation Control Program Annual Report for 2017 published to the ORC webpage provides for comparison of 2017 versus 2018 YTD metrics, in this respect.

VII. Old Business/Committee Reports:

Certification Committee Chair T. Hitchens reported that the committee will schedule meetings in 2019 to discuss implementation of the certification examination in fluoroscopy for Physician Assistants, a state level exam that may be administered by the

the American Registry of Radiologic Technologists (ARRT), under contract to the Division of Public Health (DPH). The state-approved exam and certification are included in the Radiation Control Regulations, Part F, to be published as final rule shortly. DPH currently certifies individuals who pass the following state-approved ARRT examinations:

- Medical Radiation Technician - Limited Scope, and
- Medical Radiation Technician – Bone Densitometry.

She reported that the committee will partner with DPH to review how the new examination & certification process will be implemented, including determining the appropriate legal title for the Authority on Radiation Protection, Physician Assistant certificate in Fluoroscopy. This exam will be the first offered by DPH for individuals licensed by the Delaware Board of Medical Practice and Discipline as Physician Assistants.

Action Item: Schedule public meeting for committee members to discuss the PA Fluoroscopy Exam project, prepare briefing paper, F. Fisher-Tyler.

Action Item: Report on committee progress at quarterly Authority meetings, present proposal for approval vote at future meeting, T. Hitchens.

Nominating Committee Chair W. Holden, III reported that the Authority continues to have three vacant public member positions, following the resignations of Michael Powers, New Castle County, Jan Dill, New Castle County, and Diane Andrews, Kent County. He reminded the Authority that annual election of officers will take place at the December 3, 2018 meeting.

Action Item: Continue to partner with DHSS and DPH senior management to facilitate appointment of recommended nominees to three public member vacancies on the Authority, F. Esposito, W. Holden III.

Regulations Task Force Chair F. Esposito reported that the task force had a productive meeting on July 28, working through the second set of comments submitted for Phase 4 of the radiation control regulatory review (Parts F, H, etc.). She also reported that Phase 5 of the radiation control regulatory review has been initiated, which will include 4465 Parts E, I, K and T. She reported that the draft regulations were reviewed line by line, and that preparation of a first draft proposed rule for Phase 5 is underway, albeit delayed due to the need to adjudicate comments on Phase 4 at the same time. F. Fisher-Tyler reminded the members that all chapters of radiation control regulations and their status in the review is included in the 2017 Radiation Control Annual Report published on the ORC webpage, and will be updated in the next years report.

Action Item: Schedule a Regulations Task Force Meeting, email draft version for Phase 5 proposed rule, F. Fisher-Tyler.

Action Item: When published, email link to Final Rule Phase 4 to the Authority distribution and individuals/organizations who submitted comments on the first proposed rule, F. Fisher-Tyler.

Public Education Committee Chair W. Holden, III reported that the domain name renewal, and webpage hosting arrangements have been finalized with GoDaddy. F. Fisher-Tyler and Authority Chair F. Esposito thanked W. Holden, III for taking the initiative and providing resources to enable the Authority webpage to be sustained into the future. W. Holden, III also reported that the committee has arranged a public outreach event on October 30 at 1 pm with Delaware Technical Community College (George Campus) in Wilmington, for an opportunity to highlight the 30th anniversary of their radiologic technology two-year program, in partnership with Christiana Care Health Services in conjunction with with presentation of a Governor's proclamation declaring Radiation Protection Week, November 4 – 10, 2018. He reported that all appointed Authority members and ORC staff will receive invitations via email.

Action Item: Review Authority webpage content and report progress on draft content changes at future public meeting, W. Holden, III, F. Fisher-Tyler.

VIII. Public Comments

There was nothing to report.

IV. Acknowledgements and Adjournment

My thanks to Robert Brinsfield and James Hanes for diligently preparing ORC Monitoring Reports, to Kelly Shaughnessy and Robert Brinsfield for handling meeting logistics & preparation, 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 2018, the Authority has scheduled it's last quarterly meeting at 6 pm, at the Harry Levin Center for Pharmacy History & Education in Smyrna:

- December 3.

In 2019, the Authority is tentatively scheduled to meet on the following dates at 6 pm, at the Harry Levin Center for Pharmacy History & Education in Smyrna:

- February 25
- May 20
- September 23
- November 18.

M. Higgins introduced a motion to adjourn, J. Mack seconded the motion, and all voted to approve. The motion passed.

Respectfully submitted,

Frieda Fisher-Tyler,
Administrative Agent,
Authority on Radiation
Protection, and the
Division of Public Health

