

**DELAWARE AUTHORITY ON RADIATION PROTECTION**  
**SUMMARY OF MEETING**  
April 25, 2016  
Harry Levin Center for Pharmacy History & Education  
27 North Main Street  
Smyrna, Delaware 19977

Members Present: (those with checks only)

R. Arm		T. Hitchens		K. Musto	√
F. Esposito	√	W. Holden, III	√	G. Poirier	√
J. Dill	√	I. Turner, Jr.	√	D. Andrews	√
F. Fisher-Tyler	√	T. May	√	M. Finkelstein	
M. Higgins	√	N. Melikechi	√		

Guests:

R. Brinsfield	√	D. Parker	√	K. Shaughnessy	√
W. Fendt	√	D. Hill	√	J. Suder	√
N. Henry	√	L. Terry-Graham	√		

F. Esposito, Authority Chairman, brought the meeting to order at 6:02 pm. She confirmed that a quorum (majority) of appointed Authority members were present. F. Fisher-Tyler recognized the outstanding efforts of staffers Kelly Shaughnessy, Rob Brinsfield and Dave Parker for expert handling of meeting preparations and room set-up.

**I. Agenda Adopted**

F. Esposito asked for a motion to approve, or amend the agenda. M. Higgins introduced a motion to accept the agenda without change. I. Turner Jr. seconded and all voted to approve. The motion passed.

**II. Approval of Minutes**

F. Esposito inquired about any changes or additions to the draft minutes for the previous meeting, there were none. I. Turner Jr. introduced a motion to approve the November 2, 2015 Authority public meeting minutes, M. Higgins seconded and all voted to approve. The motion passed.

**III. Chairman's Comments**

F. Esposito thanked all present for coming out on such a beautiful spring night to serve the interests of radiation protection in Delaware. She expressed her gratitude to the members for giving their personal time and energies to the work of the Authority, and indicated that two committees will be very busy this year, both Public Education and Regulations. She encouraged all who would like to participate to feel free to join in.

#### **IV. Old Business**

W. Holden, III, Nominating Committee Chair provided an update on appointments to the Authority, indicating that the recent resignation of LaRay Fox left a public member vacancy for New Castle County. He indicated that efforts are underway to identify candidates in the practice areas of medical physics or radiation therapy as those subject matter expertise areas are not yet included within the Authority membership.

#### **V. Informational Reports**

F. Esposito provided an overview of the Regulations Committee Report submitted for review, indicating that the Authority is commencing with Phase 4 of the regulatory review stating that teleconferences and meetings are scheduled for the committee in June and August, with review of pre-decisional draft regulations scheduled to take place at the September public meeting involving both internal and external stakeholders. She appealed to the membership to reach into their practice community to recruit stakeholders to participate in the pre-decisional review. She further reported that input from the pre-decisional review will be used to inform proposed regulations for public comment, to be considered for approval by the Authority at the November public meeting. If all goes as scheduled, the final regulations would be submitted for publication by June, 2017. With the schedule so full for the Authority, N. Melikechi suggested that the Annual Report to the Governor usually reviewed at the September meeting might perhaps be prepared earlier. There was discussion about distributing the annual report beyond Authority members and partners, to include elected officials and others.

**ACTION ITEM:** Draft Annual Report to the Governor and distribute for content and distribution (specific audiences), prior to the September meeting, F. Fisher-Tyler.

R. Brinsfield reviewed the Radiation Control Program Monitoring Reports for January – March, 2016. He briefly reviewed New X-Ray Facility (new rooms evaluated for radiation shielding to assure protection for patients, operators & members of the public), X-Ray Facility Inspection Summary (numbers of facilities and x-ray tubes inspected), X-Ray Inspection Violation (citations identified during inspection) and Radiation Technologist/Technician Certification Summary Reports. He fielded questions and collected comments.

#### **VI. Discussion Items**

##### **Public Education Committee Report**

Public Education Committee Chair W. Holden, III provided an overview of the Public Education Committee Report submitted for Authority discussion. He indicated that future committee calls are scheduled for June 21, August 30, and October 25 at 2 pm. He described a public outreach event proposed in conjunction with the Delaware

Technical and Community College, Radiological Technologist Student Open House at the Georgetown campus in celebration of Radiation Protection Week and the 50<sup>th</sup> anniversary of the college. The open house is an annual event at the college, and includes hands-on demonstrations where members of the public can come in and participate and learn from radiology procedures. With the nature of the public outreach event this year, it was agreed to expand audiences to include organizations involved in promoting science, technology, engineering and mathematics (STEM) subject to participate in this event. Based on the approval of the Authority, and partnership with Del Tech, the committee will support event planning to make this event successful. N. Henry added as a post-script after the meeting that 2016 is actually the 40<sup>th</sup> anniversary of the Authority, and he still has his appointment to the first Authority board seated in 1976 by Governor Pierre DuPont.

F. Esposito introduced a motion for the Authority to promote and support the public outreach event with Del Tech, N. Melikechi seconded the motion, and all voted to approve. The motion passed.

**ACTION ITEM:** Develop Event Plan and keep the Authority informed and engaged, Committee Chair W. Holden, III, Terri Hitchens and F. Fisher-Tyler.

**VII. New Business**

There was no new business to report.

**VIII. Public Comments**

There were no public comments.

**VIII. Adjournment**

D. Andrews introduced a motion to adjourn, F. Esposito seconded, and all voted to approve. The motion passed.

Authority meetings are scheduled for the remainder of 2016 on September 26, and November 14 at 6 pm, at the Harry Levin Center for Pharmacy Education & History in Smyrna, Delaware.

Respectfully submitted,

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

Radiation Control Program Director  
Delaware Division of Public Health