



American Nuclear Society

Nuclear Criticality Safety Division

Nuclear Criticality Safety Division Executive Committee Meeting American Nuclear Society Winter Meeting Washington, DC November 17, 2019

Executive Committee

Executive Committee Meeting

Member, position	Present?
Officers	
Catherine Percher, chair	X
Lon Paulson, vice-chair	X
Kevin Reynolds, past chair	X
Margaret Marshall, treasurer	X
Ellen Saylor, secretary	X
Executive Committee At large Through June 2020	
Julie G. Ezold	X
Tom Hines	
David Pilgrim	
Executive Committee At large Through June 2021	
Theresa E. Cutler	
Jennifer L. Alwin	X
Tracy E. Stover	
Executive Committee At large Through June 2022	
Hailey Green	X
BJ Marshall	X
Kermit Bunde	X
Executive Committee Student Through June 2022	
Kristin Smith	X
Board of Directors Liaison	
Mary Lou Dunzik-Gougar	X

Call to Order at 3:00 pm, November 17. Quorum present.

1. Welcome, Chair (Percher)
(see attachment 1 for the agenda)
2. Record of electronic votes since last meeting:
 - a. 7/26/19: Approval of minutes from Minneapolis meeting
 - b. 8/24/19: Approval of \$500 expenditure for the Young Professional's Congress
 - o James Bunsen attended on Saturday (November 16), had table, students dropped by, passed out flyers for the membership challenge
 - c. 8/24/19: Approval of \$1500 expenditure for the ANS Student Conference (\$1000 for student travel grants and \$500 for two best papers)
 - d. 8/24/19: Approval of NCSD Education Committee White Paper Lifecycle Document
 - o On website now
 - e. 8/24/19: Approval of NCSD Mentor Match Program



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- f. 10/3/19: Approval of NCSD 2020 Budget
 - o Very similar to last year, but did not put \$3000 into scholarship fund – decided not to add since it is well-funded and we didn't award the scholarship this year
- 3. Division Officer Reports:
 - a. Chair (Percher)
 - o Report from President's Meeting
 - o ANS 2020 Change Plan Update- including Objective #4- *Significant spending decisions align with society priorities.*
 - o Long discussion on details, focusing on the financial particulars and all of the upcoming changes. Based on recent input from division chairs, budget items of 2020 Change Plan tabled for 6 months. Plan is to have a task force to go forward.
 - o Hyperlink to the ANS 2020 Change Plan (113 pages):
http://www.ans.org/about/changeplan/ANS_Change_Plan_2020.pdf
 - o Hyperlink to the ANS 2020 Change Plan Summary (73 pages):
http://www.ans.org/about/changeplan/ANS_Change_Plan_2020-Summary.pdf
 - b. Vice-Chair (Paulson)
 - o Echoed Chair's concerns over ANS 2020 Change Plan with added discussion – ANS is developing a financial model to address budget concerns. (Mary Lou Dunzik-Gougar joined meeting/discussion at this point)
 - c. Treasurer (Marshall)
 - o Report passed out (see attachment 2), including most recent statement from ANS
 - d. Secretary (Saylor)
 - o No additional comments
- 4. Committee Reports
 - a. Program (Cutler/Sobes)
 - o All good for this meeting and plans well underway for the next two meetings.
 - b. Education (Bunsen)
 - o Membership challenge posted with volunteers assigned various roles (will answer questions from the participants on what they 'know' about the accident to determine what happened). The committee has rolled out the Mentor Program with initial pairings presenting at the panel session on Wednesday morning, applications and questions packets will be available at all sessions this week.
 - c. Membership (Cook)
 - o Membership Challenge for November meeting (see Education Committee report)
 - d. Communications (Hill)- by email
 - o Effort has been directed at maintenance & use of the existing methods of communication, i.e. primarily the NCSD website & the NCSD Facebook page.
The committee wants everyone to actively identify opportunities to use those platforms as part of their routine business and identify improvements / inaccuracies in the current information. {We particularly need the Committee Chairs to be actively keeping an eye on the currency of their pages & highlighting any changes to Ning Zhang}



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- The Committee has also had some early discussion about wider improvements, particularly (i) the enhanced use of Collaborate, and (ii) the set-up of an NCSD Twitter account (looking for volunteers to assist on this).
 - e. Honors and Awards (Wessels)
 - Award Dinner Wednesday 11/20/19 at Maggiano's in Chevy Chase
 - f. Goals (O'Donnell/Stover)
 - No report, looking for a vice-chair.
 - g. By-Laws and Rules (Williamson)
 - No report, looking for a vice-chair, new bylaws are still at national awaiting approval.
 - h. Nominating (Reynolds)
 - Nomination slate is set for next year:
 - Vice Chair/Chair Elect: Andy Prichard and David Erickson
 - Treasurer: Margaret Marshall
 - Secretary: Ellen Saylor
 - Exec Committee:
 - Arielle Miller (DNFSB)
 - Latisha Johnson (Westinghouse)
 - Mac Cook (Sandia)
 - Travis Wilson (Y-12)
 - James Bunsen (LANL)
 - Brittany Williamson (SRS)
 - i. Scholarship (Ezold)
 - Didn't award this past year, still looking for ways to get the message out, find who graduate students are and get them the information. Applications are due in January, asking anyone who has a connection to a university to help get the word out. Question came up if we could open the scholarship to undergraduates? Julie will clarify.
 - **Action: Julie will find out what we can do in changing the rules of the scholarship and then we will move forward from there by email vote.**
- 5. Other Old or Ongoing Business
 - a. Echelons project update (J. Miller) – potentially moving to a Criticality Safety Engineer certification
 - Looking at example of Chartership in the UK, possibly mimic for Criticality Safety Engineers, could use as way to increase participation, 'credits' for continued attendance/participation/paper presentation – asking for input from division on this – led to discussion on legality/liability of certifying.
 - Catherine Percher made a motion to investigate the possibility including talking to ANS about the legal aspects. John Miller seconded the motion, all voted in favor with no negatives or abstentions.
 - i. Volunteers for the committee: Catherine Percher, John Miller, Larry Wetzel, Bob Busch, Joe Christensen, Kevin Carroll, Mandy Bowles, Tomaszewski, Andrew Prichard, James Bunsen, Kristen Wessels, Brandon Little, Jim Baker, Kevin Reynolds, Ellen Saylor
 - **Action: Catherine will investigate the possibility including talking to ANS about the legal aspect.**
 - b. Working email for Tom Hines



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- Still looking for working email for Tom Hines

6. New Business

- a. National elections
 - Kevin Reynolds nominated for Board of Directors
 - NCSD member nominated for officer but voted down – potential we could still vote for them as a write-in candidate – Catherine Percher will look into the rules for doing this.
 - **Action: Catherine Percher to look into rules for write-in candidates in the ANS national election.**
- b. NCSD Topical scheduled to be embedded in the June 2022 ANS Meeting (in Anaheim, CA, aka Disneyland!) Need to form a committee to determine the focus and program.
 - Kevin Reynolds made the motion to form a committee, BJ Marshall seconded the motion, all in favor with one abstention (BJ)
 - i. Volunteers for the committee: Larry Wetzel, Ellen Saylor, Doug Bowen, Spencer Jordan, Joe Christensen, Kevin Carroll, Ernie Elliott, James Bunsen, Kristen Wessels, Kristen Smith, Justin Clarity, Kevin Reynolds, Dave Erickson, Brandon Little, Mandy Bowles Tomaszewski, John Bess (volunteered for Technical Program Chair)
- c. Doug Bowen
 - As an action from his ANS-8 Meeting would like to add an item to the Executive Committee agenda – Add ANS-8 report with the committee report to discuss current progress and issues (was a standard agenda item in years past).

BJ Marshall moved to adjourn the meeting, Kevin Reynolds seconded, all in favor.

Summary of Action Items:

1. **Action: Julie Ezold will find out what we can do in changing the rules of the scholarship (undergraduate versus graduate) and then we will move forward from there by email vote.**
2. **Action: Catherine Percher will investigate the possibility of the Division ‘certifying’ Criticality Safety Engineers (similar to Chartership in the United Kingdom) including talking to ANS about the legal aspects.**
3. **Action: Catherine Percher to look into rules for write-in candidates in the ANS national election.**

Attachment 1: Meeting Agenda

Attachment 2: Treasurer’s Report



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Attachment 1: Meeting Agenda



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Nuclear Criticality Safety Division Executive Committee Meeting American Nuclear Society Winter Meeting Washington, DC November 17, 2019

1. Welcome, Chair (Percher)

Roster of Executive Committee Members and Officers

- Catherine Percher, Chair
- Lon Paulson, Vice Chair
- Margaret Marshall, Treasurer
- Ellen Saylor, Secretary

Executive Committee Members:

- Julie Ezold (Through June 2020)
- Tom Hines (Through June 2020)
- David Pilgrim (Through June 2020)
- Jennifer Alwin (Through June 2021)
- Theresa Cutler (Through June 2021)
- Tracy Stover (Through June 2021)
- Hailey Green (Through June 2022)
- BJ Marshall (Through June 2022)
- Kermit Bunde (Through June 2022)
- Kristin Smith, Student (Through June 2022)

2. E-mail votes since last meeting

- 7/26/19- Approval of minutes from Minneapolis meeting
- 8/24/19- Approval of \$500 expenditure for the Young Professional's Congress
- 8/24/19- Approval of \$1500 expenditure for the ANS Student Conference (\$1000 for student travel grants and \$500 for two best papers)
- 8/24/19- Approval of NCSD Education Committee White Paper Lifecycle Document
- 8/24/19- Approval of NCSD Mentor Match Program
- 10/3/19- Approval of NCSD 2020 Budget

3. Division Officer Reports:

- a. Chair (Percher)
 - Report from President's Meeting
 - ANS 2020 Change Plan Update- including Objective #4- *Significant spending decisions align with society priorities.*
- b. Vice-Chair (Paulson)
- c. Treasurer (Marshall)
- d. Secretary (Saylor)

4. Committee Reports

- a. Program (Cutler/Sobes)
- b. Education (Bunsen)
- c. Membership (Cook)
 - o Membership Challenge for November meeting
- d. Communications (Hill)- by email
 - o Effort has been directed at maintenance & use of the existing methods of communication, i.e. primarily the NCSD website & the NCSD Facebook page.
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- i. Scholarship (Ezold)

5. Other Old or Ongoing Business

- a. Echelons project update (J. Miller)- potentially segwaying into a Criticality Safety Engineer certification
- b. Working email for Tom Hines?

6. New Business

- a. NCSD Topical scheduled to be embedded in the June 2022 ANS Meeting (in Anaheim, CA aka Disneyland!) Need to form a committee to determine the focus and program.



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Attachment 2: Treasurer's Report



ANS NCSD Executive Committee – Treasurer’s Report

Nuclear Criticality Safety Division

Sunday 17 November 2019

Summary:

1. The NCSD is financially sound.
 - The funds available at the end of 2018 were \$44,921.
 - The funds on hand (end September 2019) are \$39,510 (see Exhibit One).
 - The estimated funds on hand at the end of 2019 will be ~\$40k.
 - Expenditure from January 2019 to end September 2019 has been:
 - \$2,500 to support student travel to national meetings and the student conference.
 - \$500 for Best NCS paper at the student conference.
 - \$3,768 (residual outgoings from November 2018 Awards Dinner)
 - \$54 photo hosting for NCSD website
 - \$500 support of YMG Young Professional Congress
 - Income from January 2019 to end September 2019 has been:
 - \$696 membership dues
 - \$1,215 (residual income from November 2018 Awards Dinner)
2. The NCS Pioneer Scholarship Fund is fully funded. The balance at the end of 2018 was \$69,741 (see Exhibit Three for details).
3. The budget for 2020 has been approved (see Exhibit Four).

Treasurer’s comments:

The largest factors to consider are the changes proposed by ANS at the June 2019 Annual ANS Meeting. If these changes are implemented the budget and approach to division activities will significantly change. NCSD has always maintained a healthy budget. Although year to year the Division typically runs at an annual net deficit of ~\$1k - \$2k, excluding any payment to the Scholarship fund (this has typically been \$3k/y to keep the fund topped-up). This has always been sustainable because the annual deficit is small compared to the total funds available. Over the longer term the budget has historically run at an overall surplus, accounting for income from the Topical Meetings. This enables levels of student support and the Scholarship fund to be maintained. Already changes such as the reduction in funds distribution to divisions from Topical meetings and membership fees by ANS HQ has already have put the sustainability of the NCSD budget at risk. In the absence of alternative means of raising revenue implemented changes will affect the ability to maintain or enhance student support or other division activities. If additional changes are made how NCSD operates will need to be reevaluated.

EXHIBIT ONE – Financial Statement End of September 2019

EXHIBIT TWO – NCSD Financial Summary

EXHIBIT THREE – NCSD Pioneer Scholarship Summary End of Year 2018

EXHIBIT FOUR – NCSD Approved 2020 Budget



AMERICAN NUCLEAR SOCIETY

Nuclear Criticality Safety Division

EXHIBIT ONE – Financial Statement End of September 2019

	<u>Actual</u> <u>9/30/2019</u>	<u>Budget</u> <u>12/31/2019</u>	<u>Variance</u>
Revenues			
Dues Revenue Allocation	\$696	\$1,572	(\$876)
Meeting Revenue	1,215	6,000	(4,785)
Total Revenue	1,911	7,572	(5,661)
Expenditures			
Awards, Plaques		1,300	(1,300)
National Meeting Costs	3,768	5,000	(1,232)
Student Support	3,000	3,000	
Scholarship & NEED Funding		3,000	(3,000)
Other Expenses	554	850	(296)
Total Expenditures	7,322	13,150	(5,829)
Net Surplus/(Deficit)	(5,411)	(5,578)	168
Fund Balance at 1/1/19	44,921	44,921	-
Fund Balance at 9/30/19	39,510	39,343	167

It should be noted that fund balance as of 1/1/19 included revenue from the 2018 NCSD Awards Dinner which was reimbursed in 2019 as National Meeting Costs. Residual revenue from the 2018 NCSD Awards Dinner in the amount of \$1,215 was deposited in 2019. The total revenue for the 2019 NCSD awards dinner was approximately \$660.

A more detailed breakdown can be provided on request.



EXHIBIT TWO - NCSD Financial Summary

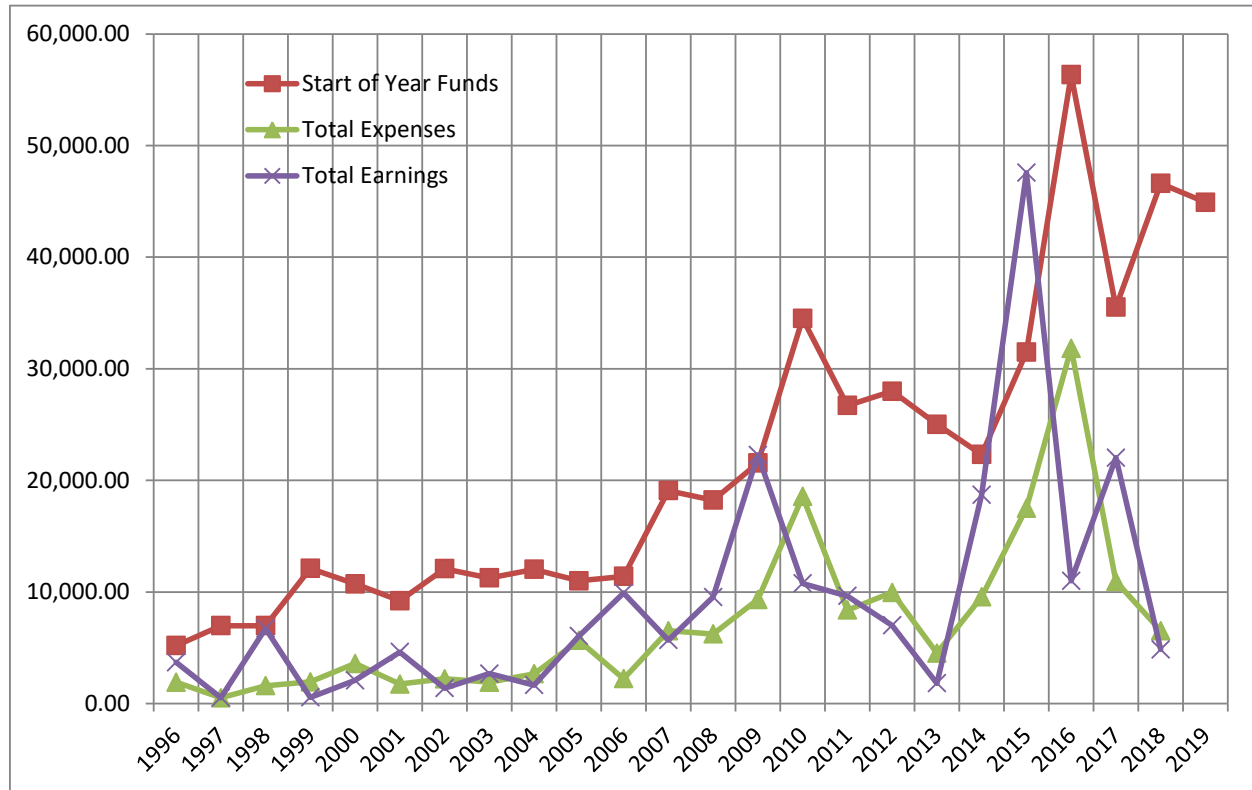




EXHIBIT THREE – NCSD Pioneers Scholarship Summary End of Year 2018

Year	Starting Balance	Ending Balance	Yr End. Temp. Restricted	Yr. End Division Designated	Division Transfer	Yearly Individual Gift	Interest Temp Restricted	Interest Division Designated	Scholarship Award
2006	\$0	\$6,175	\$175	\$6,000	\$6,000	\$175	-	-	\$0
2007	\$6,175	\$6,275	\$275	\$6,000	\$0	\$100	-	-	\$0
2008	\$6,275	\$3,625	\$625	\$3,000	\$0	\$350	-	-	\$3,000
2009	\$3,625	\$3,625	\$625	\$3,000	\$0	\$0	-	-	\$0
2010	\$3,625	\$3,775	\$625	\$3,000	\$3,000	\$150	-	-	\$3,000
2011	\$7,629	\$15,404	\$11,024	\$4,380	\$0	\$10,775	-	-	\$3,000
2012	\$15,404	\$17,401	\$12,868	\$4,533	\$0	\$4,416	\$428	\$153	\$3,000
2013	\$17,401	\$16,511	\$11,978	\$4,533	\$0	\$150	\$2,110	\$0	\$3,000
2014	\$16,511	\$30,356	\$24,640	\$5,716	\$3,000	\$13,350	\$359	\$136	\$3,000
2015	\$30,356	\$42,331	\$22,161	\$20,170	\$15,000	\$75	-\$82	-\$19	\$3,000
2016	\$42,331	\$63,408	\$22,792	\$40,616	\$21,000	0	\$1,409	\$1,283	\$3,000
2017	\$63,408	\$71,595	\$26,329	\$45,266	\$0	\$300	\$3,913	\$6,974	\$3,000
2018	\$71,595	\$69,741	\$24,544	\$45,197	\$3,000	\$0	-\$1,785	-\$3,069	0

A Scholarship Award was not made in 2018.

There has been no activity since 1 January 2019. There were three candidates in 2019 for the NCSD Pioneer Scholarship. The top candidate was selected however the individual had already received another ANS scholarship. The two other candidates did not meet the criteria and it was decided to not award the NCSD Pioneer Scholarship in 2019.

Contributions from NCSD funds to the Scholarship fund are reviewed by NCSD Exec on an annual basis taking into account the balance of the fund, interest made on the fund and the amount of the Scholarship payment. Exec Committee have decided not to make the 2019 budgeted transfer of \$3k from general funds into the Scholarship Fund pending a review of the strategy for Student Support/ Scholarships.

The spend limit from the Scholarship fund for 2019 is \$3,459, based on 4.96% of the total fund value at end of 2018. The percentage limit is determined by ANS HQ based on investment returns from years 2015 – 2017.



AMERICAN NUCLEAR SOCIETY

Nuclear Criticality Safety Division

EXHIBIT FOUR – NCSD Approved 2020 Budget

2020 Budget Template for Nuclear Criticality Safety Division

	2019 Budget	2019 Actual through 6/30/2018	2019 Projected through 12/31/2018	2019 Projected variance	2020 Budget	
Balance Forward from Previous Year	\$ 46,604.75	\$ 44,921.00	\$ 44,921.00		\$ 39,573.00	Based on 2019 projected end year figure
Budget Funds						
Member Dues Allocation (\$2/member)	\$ 1,640.00	\$ 462.00	\$ 1,572.00	\$ (68.00)	\$ 1,572.00	Based on 2018 projected member count
Contribution Revenue	\$ -			\$ -	\$ -	
Division Income	\$ 6,000.00		\$ 6,000.00	\$ -	\$ 6,000.00	IDENTICAL TO LAST YEAR - based on typical Awards Banquet Income
Meeting Income		\$ 1,215.00			\$ -	Budgeted as "Topical Meeting Income" at \$0.00. June 30, 2019 statement
Total Income	\$ 7,640.00	\$ 1,677.00	\$ 7,572.00	\$ (68.00)	\$ 7,572.00	
Budget Expenses						
Newsletters, Website					\$ -	
Awards & Plaques	\$ 1,300.00	\$ -	\$ 1,300.00	\$ -	\$ 1,300.00	IDENTICAL TO LAST YEAR - Illustrative basis of breakdown provided below
National Meeting Costs	\$ 5,000.00	\$ 3,768.00	\$ 5,000.00	\$ -	\$ 5,000.00	IDENTICAL TO LAST YEAR - based on typical Awards Banquet Expenses
Topical Meeting Costs					\$ -	
Division Officer Expenses					\$ -	
Student Support	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ -	\$ 3,000.00	IDENTICAL TO LAST YEAR - Basis of breakdown provided below
Future Activity					\$ -	
Scholarship/NEED/ Education Fund	\$ 3,000.00		\$ 3,000.00	\$ -	\$ -	Scholarship Fully Funded, don't include usual \$3k
YMG Support					\$ -	
Membership Challenge	\$ -		\$ 600.00	\$ 600.00	\$ 600.00	REQUESTED BY MACKENZIE GORHAM - Illustrative basis of breakdown provided below
Other Expenses	\$ 250.00	\$ 54.00	\$ 20.00	\$ (230.00)	\$ 250.00	IDENTICAL TO LAST YEAR - ANS advised including a discretionary amount in budget at June 2018 Exec Meeting.
Total Expenses	\$ 12,550.00	\$ 6,822.00	\$ 12,920.00	\$ 370.00	\$ 10,150.00	
Net	\$ (4,910.00)	\$ (5,145.00)	\$ (5,348.00)	\$ (438.00)	\$ (2,578.00)	
Total Year End Funds	\$ 41,694.75	\$ 39,776.00	\$ 39,573.00	\$ (2,121.75)	\$ 36,995.00	

AWARDS & PLAQUES - Purely for illustrative purposes, based on \$300 - Distinguished Service, \$300 - Technical Excellence, \$200 - Certificates & Plaques, \$200 - Best Papers, and \$300 discretionary (e.g. new awards)

STUDENT SUPPORT - Based on nominal \$1000 Student Conference Travel, \$500 Annual Meeting Travel, \$1000 Winter Meeting Travel and \$500 Best Paper Award at Student Conference.

MEMBERSHIP CHALLENGE - Based on \$500 prizes (prizes to be agreed with NCSD Chair and Treasurer) + \$100 printing costs etc. This is consistent with expenditure in 2017.

SCHOLARSHIP/ EDUCATION - Scholarship fund is currently fully funded. NCSD Exec to decide whether to use the \$3k to top up the fund in 2019 or direct to alternative student/ education activity.

AWARDS BANQUET - 2017 income of \$7k and expenditure of \$6k. Brought out above as 'National meeting costs' and 'Division income'.

**Nuclear Criticality Safety Division
Executive Committee Meeting
Marriott Wardman Park Hotel
Washington, DC
November 2019**



Name	Initial when present
Only those listed below are voting members of your division	
Catherine Percher, Chair	CP
Lon Paulson, Vice Chair	LP
Ellen Saylor, Secretary	ES
Margaret Marshall, Treasurer	MM
Kevin Reynolds, Immediate Past Chair	KR
Mary Lou Dunzik-Gougar, Board Liaison	
Jennifer Alwin	JA
Kermit Bunde	KB
Theresa Cutler	
Julie Ezold	JE
Hailey Green	HG
Tom Hines	
William "BJ" Marshall	WBM
David Pilgrim	
Kristin Smith	KS
Tracy Stover	
Others, please PRINT in (if there is not enough space, feel free to use the other side)	
Name	E-mail
Michael Fendler	michael.fendler@pac-ppp.gov
Brander J. Litte	Brander.Litte@pac-ppp.gov
David Erickson	DE-Erickson@blueheron.us
Jim Baker	jjimbak@gmail.com
Vladimir Sobes	sobesv@ornl.gov
Bob Wilson	robert.wilson@emchc.doe.gov
Justin Clarity	clarityj@ornl.gov

Article B10.2 - A quorum for the transaction of business at all Division (or TG) meetings shall consist of fifteen (15) qualified voters or twenty (20) percent of the qualified voters.

**Nuclear Criticality Safety Division
Executive Committee Meeting
Marriott Wardman Park Hotel
Washington, DC
November 2019**



Others, please PRINT in

Name	E-mail
Kristan Wessels	Kristan.wessels@cns.doe.gov
James Bynsen	jbynsenburner@gah.co.com
Andrew Prichard	andrew.prichard@pnnl.gov
AMANDA BOWLES TAMASZEWSKI	abowles@lanl.gov
Isabelle Duhamel	isabelle.duhamel@irsn.fr
Tommy Laughlin	TPML@POBOX.COM
Katherine Goluoglu	Klgoluoglu@hotmail.com
ERNEST ELLIST	ernest.ellist@en-la.doe.gov
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