



Standards Board (SB)

January 25, 2017

Teleconference

Members Present:

George F. Flanagan, SB Chair & RARCC Chair, Oak Ridge National Laboratory
Steven L. Stamm, SB Vice Chair, Individual
Robert J. Budnitz, JCNRM Co-Chair, Lawrence Berkeley National Laboratory
Donald R. Eggett, FWDC Chair, Individual
Carl A. Mazzola, ESCC Chair, CB & I Federal Services
James O'Brien, NRNFCC Chair, U.S. Department of Energy (DOE)
R. David Sachs, Member at Large, Individual
Patricia (Pat) A. Schroeder, SB Secretary, American Nuclear Society (ANS)
Edward Wallace, Member at Large, Individual
Larry Wetzel (Alternate for R. Busch), NSCCC Vice Chair, BWXT, Inc.

Voting Members Absent:

James K. August, Member at Large, Southern Nuclear Operating Company
Gene Carpenter, LLWRCC Chair, U.S. Nuclear Regulatory Commission (NRC)
N. Prasad Kadambi, RP3C Chair & ISO & ANSI Liaison, Individual
Charles (Chuck) H. Moseley, Member at Large, Individual
James Riley, NEI Liaison, Nuclear Energy Institute (NEI)
Andrew Smetana, SRACC Chair, Savannah River National Laboratory
Andrew Sowder, Electric Power Research Institute (EPRI)
William M. Turkowski, Member at Large, Westinghouse

1. Roll Call

The teleconference was called to order by SB Chair George Flanagan. Roll call was taken. It was recognized that there were only seven voting members on the call, not sufficient to constitute a quorum.¹⁾ Being that the purpose of the meeting was primarily to report action items and that no votes were anticipated, the call proceeded.

2. Brief Chair Report

A. Upcoming Events

- Meeting with a Japanese Nuclear Safety Institute (JANSI) Rep on January 27, 2017
George Flanagan updated members on the request from a representative from JANSI to meet with ANS regarding our standards program. Several questions have been submitted and responded to in advance. Questions focus on how ANS handles several issues such as conflict of interest for utilities, interface with regulators, dealing with objections, etc. The meeting will be held at ANS offices. George Flanagan and Steven Stamm will participate by phone.
- "Unraveling the Mystery of Consensus Standards" Member Presentation on January 31, 2017
Members were informed that a presentation will be presented to ANS members at the end of the month. The presenters will be George Flanagan and William Turkowski. Presently about 60 members have registered. An invitation was also issued to Kurt Cozens with the U.S. Nuclear Regulatory Commission at his request.

¹⁾ A quorum was achieved shortly after the call was initiated.

B. Planning Committee's Updated Strategic Planning/Assessment Form

Flanagan informed members that the Planning Committee has revised their assessment form after pushback from some Standing Committees. The Standards Board was one of the few that fulfilled the initial request. The simplified assessment form was recently provided to Standing Committee Chairs for comment. The Planning Committee has set the following schedule:

- Initial plan to be prepared April/May time frame to Standing Committee (Update of ANS SB Strategic Plan)
- Self-evaluation to be prepared every six months
- Okayed by Standards Board at winter and annual meetings
- Submitted to Planning Committee by June 30 and November 30

Flanagan speculated that several Standing Committees failed to complete the initial assessment form because it was too involved. The new form amounts to only one page. With the recently prepared ANS Standards Committee Strategic Plan requested by the BOD, the SB was in a much better position to complete the assessment form.

3. Action Item Reports

A. List of Open Action Items Assigned at Past Meetings

See the action item report following these minutes for a full report of action items discussed and assigned. New action items assigned during this discussion are provided below:

Action Item 1/2017-01: Ed Wallace to provide George Flanagan a copy of NEI 15-02, "Industry Guidance for the Development of Tier 1 and ITAAC Under 10 CFR Part 52," as it may be relevant to Action Item 11/2016-07 for the development of an ITAAC standard for advanced reactors.

DUE DATE: 2/1/17

Action Item 1/2017-02: Pat Schroeder to schedule a teleconference to discuss Ed Wallace's comments on the Documentation Requirements proposal along with Steven Stamm.

DUE DATE: 2/15/17

Action Item 1/2017-03: George Flanagan to check with David Pointer about Carl Mazzola's offer to present the non Standards Committee member presentation to the Membership Committee at their next meeting.

DUE DATE: 3/1/17

B. SC Strategic SMART Matrix Identified Near Term Actions

See the "Status/Comments" column of the SMART Matrix for ANS SC Strategic Plan following the action item report in these minutes for an update of near term actions. New action items assigned during this discussion are provided below:

Action Item 1/2017-04: James O'Brien to provide Steven Stamm the current draft of the RIPB Plan.

DUE DATE: 2/1/17

Action Item 1/2017-05: Pat Schroeder to add an agenda item for the June 2017 Standards Board meeting to discuss possible future grant opportunities and the status of the prioritization effect. (relates to Goal #3E of the SMART Matrix).

DUE DATE: 6/1/17

Action Item 1/2017-06: Pat Schroeder to send the ESCC Metric Evaluation to Ed Wallace for reference.

DUE DATE: 2/1/17

Action Item 1/2017-07: Steven Stamm to check with William Turkowski to confirm whether a “plan” or guidance was provided to PD liaisons (relates to Goal #3F3 of the SMART Matrix).

DUE DATE: 2/1/17

Action Item 1/2017-08: Pat Schroeder to send a copy of the industry newsletter prepared for James Riley’s use to Steven Stamm and Ed Wallace to see if it could be provided to other companies for inclusion in their newsletters. (relates to Goal #4H of the SMART Matrix)

DUE DATE: 2/1/17

4. Other Business

No other business was discussed.

5. Next Meeting

Tuesday, June 13, 2017, at the Hyatt Regency San Francisco – 8:30am to 5:00pm

6. Adjournment

With no further business, the call was adjourned.

Standards Board Action Item Report

Status as reported during 1/25/17 teleconference

Action Item	Description	Responsibility	Status/Comments /Reassignments
1/2017-01	Ed Wallace to provide George Flanagan a copy of NEI 15-02, "Industry Guidance for the Development of Tier 1 and ITAAC Under 10 CFR Part 52," as it may be relevant to Action Item 11/2016-07 for the development of an ITAAC standard for advanced reactors. DUE DATE: 2/1/17	Ed Wallace	OPEN
1/2017-02	Pat Schroeder to schedule a teleconference to discuss Ed Wallace's comments on the Documentation Requirements proposal along with Steven Stamm. DUE DATE: 2/15/17	Pat Schroeder	OPEN
1/2017-03	George Flanagan to check with David Pointer about Carl Mazzola's offer to present the non Standards Committee member presentation to the Membership Committee at their next meeting. DUE DATE: 3/1/17	George Flanagan	OPEN
1/2017-04	James O'Brien to provide Steven Stamm the current draft of the RIPB Plan. DUE DATE: 2/1/17	James O'Brien	OPEN
1/2017-05	Pat Schroeder to add an agenda item for the June 2017 Standards Board meeting to discuss possible future grant opportunities and the status of the prioritization effect. (relates to Goal #3E of the SMART Matrix). DUE DATE: 6/1/17	Pat Schroeder	OPEN
1/2017-06	Pat Schroeder to send the ESCC Metric Evaluation to Ed Wallace for reference. DUE DATE: 2/1/17	Pat Schroeder	OPEN
1/2017-07	Steven Stamm to check with William Turkowski to confirm whether a "plan" or guidance was provided to PD liaisons (relates to Goal #3F3 of the SMART Matrix). DUE DATE: 2/1/17	Steven Stamm	OPEN
1/2017-08	Pat Schroeder to send a copy of the industry newsletter prepared for James Riley's use to Steven Stamm and Ed Wallace to see if it could be provided to other companies for inclusion in their newsletters. (relates to Goal #4H of the SMART Matrix) DUE DATE: 2/1/17	Pat Schroeder	OPEN
11/2016-01	George Flanagan to provide Pat Schroeder a copy or link to the revision of Management Directive 6.5 when issued.	George Flanagan	CLOSED MD 6.5 was issued and a link to the document provided to SB members on 1/17/17. See https://www.nrc.gov/docs/ML1619/ML16193A497.pdf

Action Item	Description	Responsibility	Status/Comments /Reassignments
11/2016-02	George Flanagan, as the RARCC Chair, should direct that inputs from the Licensing Modernization Project be considered in prioritization of ANS non-LWR advanced reactors. DUE DATE: June 1, 2017	George Flanagan	OPEN
11/2016-03	George Flanagan to provide the SB the gap analysis developed by ORNL once completed. DUE DATE: October/November 2017	George Flanagan	OPEN
11/2016-04	Pat Schroeder to add an agenda item for the November 2017 meeting to discuss an advanced reactor proposal for development of a roadmap/priority list. DUE DATE: November 1, 2017	Pat Schroeder	OPEN
11/2016-05	Andrew Sowder to facilitate a review of the ANS-30.1 draft with the NEI Task Group.	Andrew Sowder	CLOSED Requested at 12/13/16 ARWG meeting. An email to the entire ARWG group went out on 1/10/17. Comments provided from Farshid Shahrokhi on 1/18/17 - F.Shahrokhi@areva.com .
11/2016-06	Pat Schroeder to acquire the draft of ANS-30.1 from ANS-30.1 Working Group Chair Mark Linn and issue to the SB for review and comment on Workspace.	Pat Schroeder	CLOSED Conceptual draft of ANS-30.1 issued to SB, RARCC, & RP3C on 11/14/16 w/due date of 12/5/16.
11/2016-07	George Flanagan to work with RARCC to consider a new standard on ITAAC for advanced reactors. DUE DATE: June 1, 2017	George Flanagan	OPEN Remains open; trying to find the right people.
11/2016-08	Prasad Kadambi to work with Steven Arndt on preparing a conformity assessment business case. DUE DATE: June 1, 2017	Prasad Kadambi	OPEN
11/2016-09	Consensus Committee Chairs let Steven Stamm know the status of the top 10 standards by the end of the year.	Consensus Committee Chair	CLOSED Info provided.
11/2016-10	LLWRCC to provide response to survey participants by end of year.	Gene Carpenter	CLOSED
11/2016-11	Steven Stamm to incorporate SB feedback into proposed metrics for the Standards Committee Strategic Plan.	Steven Stamm	CLOSED Issued 11/16/16.
11/2016-12	Carl Mazzola and Gene Carpenter to work with Steven Stamm to identify appropriate standards for the fee-based, training program.	Gene Carpenter, Carl Mazzola, Steven Stamm	CLOSED ANS-2.8 & ANS-3.5 identified – both in comment resolution.




Action Item	Description	Responsibility	Status/Comments /Reassignments
11/2016-13	Pat Schroeder to email the non Standards Committee member presentation to George Flanagan, Carl Mazzola, and William Turkowski.	Pat Schroeder	CLOSED Emailed to all 3 on 11/14/16.
11/2016-14	George Flanagan and/or William Turkowski to serve as presenters of the non Standards Committee member presentation.	George Flanagan, William Turkowski	CLOSED Presentation scheduled for 1/31/16.
11/2016-15	Carl Mazzola to check with David Pointer to offer the non Standards Committee member presentation to the Membership Committee at the next meeting.	Carl Mazzola	CLOSED C. Mazzola extended invitation 1/9/17. No response as of 1/25/17. Mazzola will continue to follow up.
11/2016-16	Pat Schroeder to check with Diane Cianflone, ANS Membership & Marketing Director, about offering the non Standards Committee member presentation to ANS members.	Pat Schroeder	CLOSED Meeting w/Cianflone held 11/22/16. Presentation scheduled for 1/31/17.
11/2016-17	Consensus Committee Chairs to follow up with their Professional Division Liaison (Attachment 14 of the Nov. 2016 SB meeting minutes) to facilitate participation. DUE DATE: June 1, 2017	Consensus Committee Chairs	OPEN Flanagan, Mazzola, and Budnitz confirmed that they have completed this action item.
11/2016-18	Carl Mazzola to let the Professional Division Chair know of poor response from Professional Division Liaisons. DUE DATE: June 1, 2017	Carl Mazzola	OPEN
11/2016-19	William Turkowski to add Paul Hulse as the Mathematics & Computations Professional Division Liaison. DUE DATE: June 1, 2017	William Turkowski	OPEN Schroeder stated that she added P. Hulse to the PD liaison list but did not know if Hulse was informed of the responsibilities of a liaison.
11/2016-20	Gene Carpenter to work with James Riley to create a process to provide information to utilities. DUE DATE: March 31, 2017	Gene Carpenter, James Riley	OPEN
11/2016-21	Consensus Committee Chairs to speak with their subcommittee chairs to make sure they are aware of the toolkit and the standards development process. DUE DATE: August 31, 2017	Consensus Committee Chairs	OPEN Completed by Flanagan & Mazzola on 12/13/16; N/A Budnitz
11/2016-22	RP3C to provide the SB their risk-informed, performance-based educational piece (or toolkit) for working groups once completed for review. DUE DATE: August 31, 2017	Prasad Kadambi, Ed Wallace	OPEN Draft issued for RP3C comment w/due date of 1/31/17.
11/2016-23	The Policy Task Group to define the documentation requirements and guidance for documenting the bases and background of ANS standards.	Policy TG	CLOSED Proposal drafted for discussion 1/25/17 on Policy TG telecom.

Action Item	Description	Responsibility	Status/Comments /Reassignments
11/2016-24	James O'Brien and Prasad Kadambi to develop a path forward to complete the RIPB Plan consistent with the current RP3C Bylaws. DUE DATE: March 30, 2017	James O'Brien, Prasad Kadambi	OPEN Draft completed. Wallace confirmed that this action was in works. Should be able to meet due date. O'Brien also confirmed.
11/2016-25	Pat Schroeder to notify affected consensus committees of the need to re-elect or elect Chairs and Vice Chairs.	Pat Schroeder	CLOSED All informed 11/14 or 11/15 2016 via email; Ballots issued 1/17/17.
11/2016-26	Donald Eggett to provide James Riley the status of ANS-57.2, "Design Requirements for Light Water Reactor Used Fuel Storage Facilities at Nuclear Power Plants," and ANS-57.3, "Design Requirements for New Fuel Storage Facilities at Light Water Reactor Plants," to pass along to utility engineering VPs.	Donald Eggett	CLOSED Letter sent 12/19/16. Eggett commented that he has not received any feedback or confirmation.
11/2016-27	Steven Stamm to check with his IEEE contacts to find out how IEEE ballots standards.	Steven Stamm	CLOSED Stamm emailed directly to SB members on 11/16/16. Info provided for reference.
11/2016-28	Pat Schroeder to send the standards development statement out to members for comment and provide these comments to RP3C for consideration.	Pat Schroeder	CLOSED R&C ballot issued 11/14/16 w/due date of 11/28/16. Comments provided to RP3C.
11/2016-29	RP3C to consider the statement on standards development and SB comments to propose an appropriate statement on standards development. DUE DATE: February 1, 2017	Prasad Kadambi, Ed Wallace	OPEN SB & RP3C comments on statement being considered. RP3C to proposed appropriate statement to the SB Policy TG.
11/2016-30	Policy Task Group to review RP3C's proposed statement on standards development for endorsement. DUE DATE: April 1, 2017	Policy TG	OPEN Needs completion of 11/2016-29
11/2016-31	James August and James Riley to determine who will chair the Priority TG. DUE DATE: February 1, 2017	James August, James Riley	OPEN
11/2016-32	Stanley Levinson and Ed Wallace to determine who will chair the External Communications TG. DUE DATE: February 1, 2017	Stanley Levinson, Ed Wallace	OPEN Wallace informed members that he spoke to Levinson but no decision was made. He felt it was important for the chair of this TG to be in the DC area. The idea of an ad hoc participant was discussed. Flanagan has no problem but suggested that it be approved by the SB.
11/2016-33	George Flanagan to write a letter of appreciation to Donald Spellman.	George Flanagan	CLOSED Letter sent 12/15/16




Action Item	Description	Responsibility	Status/Comments /Reassignments
11/2016-34	George Flanagan to write a letter of appreciation to Robert Busch.	George Flanagan	CLOSED Letter sent 12/15/16
11/2016-35	George Flanagan to solicit a liaison from IEEE/Nuclear Power Engineering Committee. DUE DATE: June 1, 2017	George Flanagan	OPEN Flanagan stated that he was working on this action.
11/2016-36	Pat Schroeder to add Carl Mazzola as the American Concrete Institute/American Institute of Steel Construction Liaison to the liaison list.	Pat Schroeder	CLOSED Updated SC liaison list provided as Attachment 24 of the Nov. 2016 SB minutes.
11/2016-37	Pat Schroeder to schedule a teleconference in early 2017 to review the status of action items.	Pat Schroeder	CLOSED Call held 1/25/17
6/2016-03 #0123	James Riley to help coordinate ANS work on advanced reactor standards with other SDOs and industry. Due Date: On-going	James Riley	On-going
6/2016-09 #0112	Steven Stamm to chair the 2017 SSA Nomination Committee with two other appointed members and report SSA recommendations to the SB Chair. Due Date: May 1, 2017	Steven Stamm	OPEN Additional members selected. Nominations due by March 1. Nomination Committee will convene after this time.
6/2016-14 #0130 & #0131	External Communications Task Group to evaluate and improve the process of notifying the public and NEI/utilities of standards development activities. Due Date: June 1, 2017	ECTG	OPEN At 11/2016 meeting, Riley clarified that he will be facilitating information w/the Engineering VPs and the other SDOs. The information needs to be narrowed to the audience. A follow up action item was assigned for Carpenter to work with Riley to create a process on providing information to utilities. (See Action Item 11/2016-15)
6/2016-18 #0146 & #0147	Gene Carpenter Consensus Committee Chairs to discuss the needed action on standards ranked 11-20 on the standards priority survey with their consensus committee and provide input at the SB meeting in November. Due Date: March 1, 2017	Gene Carpenter	OPEN With responses from all CCs but LLWRCC, the action item was amended to reflect Gene Carpenter responsible.
02/2016-07 #0119	Gene Carpenter John Nakoski to check with the NRC to see if they have reviewed ANSI/ANS-5.1-2014 and are considering replacing the reference of the ANS-5.1 1971 draft in 10CFR50, Appendix K. DUE DATE: March 31, 2017	John Nakoski	OPEN Carpenter reported that as of the end of August, the review was still in process. This action item was amended to make Nakoski responsible.
11/2015-21	The LLWRCC to approve a PINS for a cybersecurity standard and forward to the standards manager. DUE DATE: June 1, 2017	Gene Carpenter	OPEN PINS in development

Action Item	Description	Responsibility	Status/Comments /Reassignments
11/2015-45 #0078	Donald Eggett to submit response to inquiry on ANS-55.1-55.6. DUE DATE: February 1, 2017	Donald Eggett	OPEN Draft response issued for FWDC ballot. Ballot comments currently being addressed. Eggett expects substantive changes to the response requiring a second ballot. He believes that he'll have the revised response ready within a week.
11/2014-07	Pat Schroeder to send a broadcast to student section members on getting involved in standards every other year – next time to be July 2016. DUE DATE: September 15, 2018	Pat Schroeder	On-going Broadcast issued 9/15/16 (link to broadcast) Next broadcast to be issued 9/15/18)
11/2014-08	Pat Schroeder to create a similar solicitation broadcast to the YMG and NA-YGN. DUE DATE: September 15, 2017	Pat Schroeder	On-going (Next broadcast 9/15/2017) NOTE: YMG holding panel session on ANS standards at ANS November 2016 meeting.




Preliminary SMART Matrix for ANS SC Strategic Plan – Updated 10/10/16

Initiative	Assigned Responsibility (Functional Title)	Specific Measurable Success Outcome	Status/Comments during meetings/calls.	Scheduled Completion Date	Actual Completion Date
Key: Completed  Near Term  Overdue 					
Goal #1 Align Standards Development Pories with Current and Emerging Needs					
A. Evaluate the results of the initial industry priority survey	Standards Mgr	Executive Summary issued		1/2016	1/2016
B. Assign responsibilities to the appropriate consensus committees to address the top ten survey identified high priority standards	Standards Mgr	Issue list of high priority standards with assigned responsibilities. List discussed during 2/12/2016 conference call and published in minutes		2/29/2016	2/29/2016
C. Develop and implement an approach to collect industry priority needs on an ongoing basis and integrate them into standards committee priorities.	External Communications TG Chair	ANS SC Policy drafted to specify this approach and approved by SB	1/25/17: With no Policy TG Chair, there has been no action.	2/1/2017	
D. Incorporate risk-informed and performance-based methods in ANS standards, where appropriate, by: 1. Developing and demonstrating the Standard Application Platform (SAP) approach on at least one standard as a pilot effort 2. Incorporating the pilot approach and lessons learned from the approach into the Risk-Informed and Performance-Based Plan 3. Publishing a Nuclear News Article to inform other members of the Society of the benefits of this risk-informed and performance-based effort 4. Developing presentation materials that can be used to inform other industry groups as to the benefits and use of the ANS Standards Committee risk-informed and performance based standards activities	RP3C Chair	SB approval of pilot SAP program	1/25/17: The Documentation Requirements proposal satisfies this in part.	6/2015	6/2015
	RP3C Chair	Pilot test standard Issued for CC ballot	1/25/17: Members recognized that these actions will need to be revisited once the RIPB Plan is completed.	Action items under revision.	
	RP3C Chair	Incorporate approach and lessons learned into RP3C Plan and obtain approval by SB		Action items under revision.	
	RP3C Chair	Nuclear News Article drafted, approved by SB Chair and forwarded to NN editor.		Action items under revision.	




Preliminary SMART Matrix for ANS SC Strategic Plan – Updated 10/10/16

Initiative	Assigned Responsibility (Functional Title)	Specific Measurable Success Outcome	Status/Comments during meetings/calls.	Scheduled Completion Date	Actual Completion Date
Key: Completed  Near Term  Overdue 					
	RP3C Chair	Draft presentation received by SB chair.		Action items under revision.	
	RP3C Chair	SB chair approval of presentation.		Action items under revision.	
	RP3C Chair	Contact appropriate organizations to make presentations at NRC RIC, ANS UWC and Owner's groups		Action items under revision.	
	RP3C Chair	Make presentations at a minimum of 2 groups		Action items under revision.	
Goal #2: Develop and Maintain High Quality Standards					
A. Enhance the relationships with the ANS Professional Divisions and Technical Groups to assist in populating WGs with expert individuals. (also supports Goal 5)	Internal Communications TG Chair	Issue interface liaisons table between applicable divisions and group and the Standards consensus committees.		8/1/2016	6/1/2016
	CC Chairs	Send requests for staffing assistance to ANS Professional Divisions and Technical Groups as needed.		Ongoing	
	Internal Communications TG Chair	Tabulate the summary of the requests made and the results and present to Standards Board.	1/25/17: It was clarified that the due date for this action was changed from 11/1/16 to 8/1/17 at the last meeting.	8/1/2017	

Preliminary SMART Matrix for ANS SC Strategic Plan – Updated 10/10/16

Initiative	Assigned Responsibility (Functional Title)	Specific Measurable Success Outcome	Status/Comments during meetings/calls.	Scheduled Completion Date	Actual Completion Date
Key: Completed  Near Term  Overdue 					
B. Develop and Implement a standards training program for all Standards Committee members to ensure that standards development is consistent with current policies and procedures, thus, producing consistently better quality products in a timelier manner.	Internal Communications TG Chair	Develop initial presentations and post on Workspace		3/1/2016	3/1/2016
	SB VChair	Assign training instructors		3/1/2016	3/1/2016
	SB VChair	Prepare Training Plan		2/1/2016	2/1/2016
	Standards Mgr	Send out training notices		3/15/2016	3/15/2016
	Standards Mgr	Complete the initial rounds of training presentations		6/2/2016	6/2/2016
	SB VChair	Select videos for use in future training presentations		6/2/2016	6/2/2016
C. Assign a mentor to each new standards working group that is experienced in the use of ANS standard's procedures, policies, glossary and tool kit	CC Chair	Evaluate SubC Chairs for familiarity with toolkit/standards development	Action Item 11/2016-21 was created at Stamm's suggestion for CC Chairs to speak/meet with their subcommittee chairs to ensure they are aware of toolkit/process.	5/1/17	
	CC Chair	Select SubC chairs and other CC members with respect to their being well versed in toolkit contents and capable of being mentors. Provide mentor list to SB VChair		5/1/17	




Preliminary SMART Matrix for ANS SC Strategic Plan – Updated 10/10/16

Initiative	Assigned Responsibility (Functional Title)	Specific Measurable Success Outcome	Status/Comments during meetings/calls.	Scheduled Completion Date	Actual Completion Date
Key: Completed  Near Term  Overdue 					
	CC Chair	In cases, where additional assistance is required beyond the SubC Chair, CC should request mentor from SB VChair.		6/1/17 Ongoing	
Goal #3: Improve Standards Development Production and Efficiency					
A. Expedite development of high-priority standards by improving Standards Board and consensus committee oversight using achievable project plans and definitive schedules with assigned milestones throughout the standards development cycle.	SB VChair	Draft Project Plan development policy		10/1/2016	Approved by SB 9/6/16. Project plan w/b added to CC procedures as Appendix K.
	SB VChair	Project Plan development Policy approved by SB		12/1/2016	
	CC Chairs	Develop Project Plans for 6 total standards from all CCs and submit to consensus committees	1/25/17: Stamm clarified that this action is for a total of 6 project plans to be prepared by all CCs; not 6 by each CC.	6/1/2017	Open
B. Complete the Standards Volunteer Database to facilitate recruiting personnel for Standards Committee activities (also supports Goal #5)	ANS IT Dept.	ANS IT complete ANS SC Volunteer Data Base in accordance with the SB specification		11/1/2017	
	ANS IT Dept.	SB Approves data base submitted by ANS IT department		2/1/2018	

Preliminary SMART Matrix for ANS SC Strategic Plan – Updated 10/10/16

Initiative	Assigned Responsibility (Functional Title)	Specific Measurable Success Outcome	Status/Comments during meetings/calls.	Scheduled Completion Date	Actual Completion Date
Key: Completed  Near Term  Overdue 					
C. Assist the consensus committees in obtaining required human resources using outreach initiatives	Standards Mgr	Develop Staffing Approach guideline and post to website toolkit.		12/1/2016	Completed by S. Stamm and posted to the toolkit on 8/22/16 here .
D. Maximize use of the ANS Standards Workspace and other communications vehicles to eliminate the need for travel and face-to-face meetings to the maximum extent possible	CC Chairs	Encourage WGs and SubCs to use Workspace and other online and electronic tools to eliminate face-to-face meetings		Ongoing	
	CC Chairs	CC chairs to submit a report regarding the reduction in face to face WG and SubC meetings.	1/25/17: Stamm clarified that the report need only be a sentence or two.	5/1/2017	
E. Acquire funding (e.g., grants) to support the development of high-priority standards on an expedited basis.	CC Chairs/ Priority TG Chair	High-priority standards list submitted by all CCs which identifies high-priority standards planned for near future. Priorities should be based on expected government need.	1/25/17: Members recognized that the Priority TG Chair position was open and no action has been taken.	11/1/2016	Changed to ongoing
	SB VChair	Work with CCs to assess each effort, select most appropriate standards, prepared and submit proposals. Submit 1 st proposal.	1/25/17: Budnitz suggested that the pump be primed for this activity. A new action item was set to discuss this further at the June 2017 meeting.	6/1/2017	
F. Streamline the reaffirmation process to reduce the number of delinquent standards by establishing a systematic review of delinquent standards to start no later than the 4-year mark. This can be accomplished through the following mechanisms:	Standards Mgr	Submit reaffirmation forms to WG/SubC chairs for all standards approaching the 4 year mark.		Ongoing starting 4/1/2016	Ongoing
	Standards Mgr	Issue list of all standards over 4 year since issuance showing the issuance of Reaffirmation		11/1/2016	Ongoing Report and generic

Preliminary SMART Matrix for ANS SC Strategic Plan – Updated 10/10/16

Initiative	Assigned Responsibility (Functional Title)	Specific Measurable Success Outcome	Status/Comments during meetings/calls.	Scheduled Completion Date	Actual Completion Date
Key: Completed  Near Term  Overdue 					
1. Automatically sending out a Reaffirmation Form to the WG chair with copies to subcommittee chair and consensus committee chair 2. Automate subcommittee and consensus committee approvals of reaffirmation, withdrawal, and revision recommendations 3. Establishing an ANS Professional Division and Technical Group sponsorship program to aid in review of associated delinquent standards with and without active working groups		Forms to the WG, SubC, and CC chairs as well as the SB on a quarterly basis.			reaffirmation form issued 9/15/16 for all standards >4years old to WGCs, SubCs, and Maintenance Coordinators with CC Chairs on copy.
	Standards Mgr	Action items/reminders for reaffirmation (i.e., list of delinquent standards) to be distributed quarterly.		Ongoing	The report was sent 9/15/16 and will be updated and resent 12/15/16.
	Internal Communications TG Chair	Issue plan and approach to each Professional Division and Technical Group as applicable and obtain indication of acceptance.		11/10/2016	Changed to done!
G. Develop subcommittee/consensus committee metrics to identify opportunities for improvements	Policy TG Chair	Identify CC metrics, review with CC Chairs		10/1/2016	Done! Teleconference held 9/28/16 to discuss proposed metrics.
	CC Chairs	Each CC fill in annual tabulated metric performance	1/25/17: Schroeder has completed the ESCC evaluation and will be starting on the evaluations for the balance of the CCs.	5/1/2017	
	Policy TG Chair	Evaluate metric results		6/1/2017	




Preliminary SMART Matrix for ANS SC Strategic Plan – Updated 10/10/16

Initiative	Assigned Responsibility (Functional Title)	Specific Measurable Success Outcome	Status/Comments during meetings/calls.	Scheduled Completion Date	Actual Completion Date
Key: Completed  Near Term  Overdue 					
	CC Chair & Policy TG Chair	Provide recommendations for changes to improve performance		6/1/2017	
Goal #4: Expand ANS Awareness and External Outreach					
A. Use periodic survey methods to gain feedback from industry, federal and state agencies; provide feedback to survey responders	SB VChair	Submit draft of survey comment responses to SB Chair for approval		8/1/2016	7/26/2016
	SB Chair	Send responses to commenters		10/1/2016	
	External Communications TG Chair	Determine survey frequency for future ANS and industry surveys.	1/25/17: Members recognized that the EC TG Chair position was open and no action has been taken.	10/1/2016	
B. Establish periodic leadership meetings with regulatory agencies, owner's groups and industry executives to align needs, and build support for development and greater use	External Communications TG Chair	Discuss communications approach with each of the applicable organizations (industry, federal and state agencies)	1/25/17: Discussed at 9/8/2016 NRC Standards Forum.	Ongoing	
	External Communications TG Chair	Develop and issue master SC external communications plan		5/1/2017	


Preliminary SMART Matrix for ANS SC Strategic Plan – Updated 10/10/16

Initiative	Assigned Responsibility (Functional Title)	Specific Measurable Success Outcome	Status/Comments during meetings/calls.	Scheduled Completion Date	Actual Completion Date
Key: Completed  Near Term  Overdue 					
C. Establish an ANS Professional Division sponsorship program to broaden input in setting standards priority	Internal Communications TG Chair	Issue plan and approach to each Professional Division and Technical Group as applicable and obtain indication of acceptance.	1/25/17: A new action item was assigned for Stamm to confirm that a "Plan" was provided to liaisons.	10/1/2016	
D. Seek liaison arrangements with relevant SDOs, where needed, to improve efficiency, effectiveness and consistency of standards across the industry where overlapping or interlocutory standards arise	External Communications TG Chair	Prepare a liaison list identifying each desired liaison interface, the liaison approach and the implementation status.	1/25/17: Members recognized that the EC TG Chair position was open and no action has been taken.	10/1/2016	
	External Communications TG Chair	Implement all liaisons on the Liaison Interface List.	1/25/17: Members recognized that the EC TG Chair position was open and no action has been taken.	10/1/2016	
E. Establish an approach to keep industry and trade groups advised of approved standards and in-progress standards in their areas of interest	External Communications TG Chair	Issue an Industry and Trade Group Interface Plan.	1/25/17: Members recognized that the EC TG Chair position was open and no action has been taken.	10/1/2016	
	External Communications TG Chair	Complete plan implementation		6/1/2018	
F. Identify key international organizations that can contribute to specific ANS standards development projects, including work group	External Communications TG Chair	Develop listing of key international organization, key contacts and the desired interfaces we would like to develop.	1/25/17: Members recognized that the EC TG Chair position was	6/1/2017	




Preliminary SMART Matrix for ANS SC Strategic Plan – Updated 10/10/16

Initiative	Assigned Responsibility (Functional Title)	Specific Measurable Success Outcome	Status/Comments during meetings/calls.	Scheduled Completion Date	Actual Completion Date
Key: Completed  Near Term  Overdue 					
participation, review of draft standards, and providing input into standards prioritization.			open and no action has been taken.		
	External Communications TG Chair	Send invitation letter to each of the interface contacts. Follow-up as needed		10/1/2017	
	External Communications TG Chair	Provide completion report to SB.		10/1/2018	
G. Establish a standards educational program for non-Standards Committee members to increase their knowledge of: <ol style="list-style-type: none"> 1. what consensus standards are, and are not; 2. benefit of consensus standards to the industry; 3. advantages to companies, federal and state agencies, and individuals of supporting standards development 	External Communications TG Chair	Develop presentation package		6/1/2016	6/1/2016
	External Communications TG Chair	Develop invitation list for indoctrination sessions		8/1/2016	All ANS members
	External Communications TG Chair	Send indoctrination session invitations		10/1/2016	Invitations sent to all ANS members via Jan 2017 N&D, member blast, and ANS home page.
	External Communications TG Chair	Conduct 1 st indoctrination session		2/1/2017	HELD 1/31/17
	External Communications TG Chair	Complete sessions		11/1/2017	




Preliminary SMART Matrix for ANS SC Strategic Plan – Updated 10/10/16

Initiative	Assigned Responsibility (Functional Title)	Specific Measurable Success Outcome	Status/Comments during meetings/calls.	Scheduled Completion Date	Actual Completion Date
Key: Completed  Near Term  Overdue 					
H. Contact leading nuclear companies to determine if they issue regular newsletters and offer to provide standards updates for inclusion.	External Communications TG Chair	Develop list of companies and contacts	1/25/17: Members recognized that the EC TG Chair position was open and no action has been taken.	11/1/2016	
	External Communications TG Chair	Develop short form newsletter.	1/25/17: Members recognized that the EC TG Chair position was open and no action has been taken.	11/1/2016	
	External Communications TG Chair	Make contact with 30% and report to SB	1/25/17: Members recognized that the EC TG Chair position was open and no action has been taken.	4/1/2017	
	External Communications TG Chair	Make contact with 100% and report to SB		11/1/2017	
I. Evaluate the cost effectiveness of a fee based training program for newly issued/ revised standards.	SB VChair	Prepare draft evaluation plan.		8/1/2016	7/26/2016
	SB VChair	Meet with ANS Membership & Marketing Director and revise plan as appropriate.		8/3/2016	Several calls held with ANS M&M Director, last one on 10/5/16.
	SB VChair	Complete evaluation and send report to SB Chair for discussion with BOD.		3/1/2017	Completed Jan 2017 – Trainings for ANS-2.8 &

Preliminary SMART Matrix for ANS SC Strategic Plan – Updated 10/10/16

Initiative	Assigned Responsibility (Functional Title)	Specific Measurable Success Outcome	Status/Comments during meetings/calls.	Scheduled Completion Date	Actual Completion Date
Key: Completed  Near Term  Overdue 					
					ANS-3.5 will be developed once approved.
Goal #5: Improve Industry Representation and Sustainability of Working Groups, Subcommittees, and Consensus Committees					
A. Approach owners' groups and industry organizations soliciting member participation in ANS standards	Standards Mgr	Send Owners Groups semi-annual updates on applicable standards activities		Ongoing	Industry newsletter created and provided to Jim Riley as POC for utilities on 10/18/16. Industry newsletter posted here .
	Standards Mgr	Request staffing assistance for select standards		Ongoing	An updated list of volunteer needs was prepared and posted to the ANS website 8-11/16, announced in Sept. 2016 N&D and distributed through ANS Collaborate to PDs.
B. Send notices to ANS Student Section members, Young Member Group, Professional Division members, and North American-Young Generation Nuclear members to provide opportunities to participate in ANS standards	Standards Mgr	Send notices biannually		Ongoing Biannually	Broadcast sent to ANS Student Section 9/15/16.
C. Enhance the relationships with the ANS Professional Divisions and Technical Groups to assist in populating WGs with expert individuals.(See Goal		(See Goal #1)			

Preliminary SMART Matrix for ANS SC Strategic Plan – Updated 10/10/16

Initiative	Assigned Responsibility (Functional Title)	Specific Measurable Success Outcome	Status/Comments during meetings/calls.	Scheduled Completion Date	Actual Completion Date
Key: Completed  Near Term  Overdue 					
#1)					
D. Advertise upcoming standards efforts with requests for support using <i>Nuclear News</i> , Nuclear Café, and ANS Linked-In Group	Standards Mgr	Advertise upcoming standards efforts with requests for support using <i>Nuclear News</i> , Nuclear Café, and ANS Linked-In Group		Ongoing	Volunteer needs section added to <i>Nuclear News</i> . List of volunteer needs updated and posted to web and announced in N&D.
E. ANS IT Department to complete the Standards Volunteer Database, and make it available to subcommittee and consensus committee chairs (See Goal #3)		(See Goal #3)			
F. Monitor consensus committee and working group success in staffing and recruitment and share best practices across all consensus committees	SB VChair	Develop standards report and provide to CC chairs.	1/25/17: Stamm confirmed that this action will be completed shortly.	12/1/16	
	CC Chairs	Submit semi-annual report using format provided		12/1/16+ Ongoing	OPEN
	SB VChair	Evaluate results of CC reports at SB meeting		6/30/2017+ Ongoing	OPEN