

# RRSD Executive Committee Meeting Minutes

**Date:** June 14, 2023

**Location:** Video Conference via Teams and In-Person

**EC Attendees:** Anthony Abrahao, Young Soo Park, Adam Carroll, Chris Eason, Windell Chun, Venu Varma, Yang Zhang (Y.Z.), Jeremy Marcove, Lucas Giangos, Ryan Kast (Sandia)

**Guest Participants:** Aubrey Whittington (ANS), Fan Zhang (Georgia Tech), Dr. Ryu, and Jim Byrne (DDSD)

Signed proxy forms received from:

No Notification:

## 1. Call to Order and Welcome

**Park**

The meeting was called to order at 4:08 PM PST

RRSD Chair, Young Soo Park welcomed the committee, and all participants introduced themselves.

Jim Burns arrived and the order of events shifted to discussion of 2024 Winter Meeting Embedded Topical. The related notes are in Section 4.

## 2. Approval of Previous Meeting Minutes

**Abrahao**

Anthony read the 2022 Winter EC meeting minutes to the EC members. The content was reviewed and approved by the EC without corrections. The minutes will be posted to the RRSD website, Meeting page (under 2022 Meetings). The minutes will be uploaded to the ANS Collaborate website. Anthony Abrahao will send the approved version to Aubrey Whittington ([awhittington@ans.org](mailto:awhittington@ans.org)) for official record keeping.

## 3. Treasurer's Report

**Eason**

Chris provided an update on the current financial situation. At present, RRSD has significant funding within our accounts and for the last several years, our sole expenditures have been purchasing of plaques. Chris proposed that he directly contacting ANS headquarters to learn of options / limits to expend funds on recruitment efforts. The EC voted to approve his proposed action.

## 4. Upcoming Meeting Update

**Park / Burns**

- Embedded Topical in Winter 2024 meeting in Orlando, combined topical with DDSD.
  - Monday afternoon Plenary Session
  - Tuesday and Wednesday, full day of papers
  - Full in-person meeting
  - Need approximately 40 papers submitted
  - Need a general chair for the plenary meeting, ideally from DOE EM

- RRSD has a session and panel at Winter Meeting

**5. Past Meeting/Activity Summary** **Park**

- Meeting discussing options for updating Bylaws.
- RRSD activities update meeting

**6. Chair's Workshop & Chair Meeting** **Park**

- ANS is moving their headquarters, the existing building has been sold
- Revenue was in surplus
- Membership is at nearly 10k
- There is a new K-12 STEM curriculum they have produced
- Nuclear Newswire continues to increase in popularity
- ANS Career Finder is growing and becoming a significant revenue source
- Certification program effort continues

**7. Old Action Items Update** **Abrahao**

Anthony listed the old action items and went over the status of each item. The action items that remain active are listed in Summary of Action Items Section.

**8. Committee Assignments (past and future)** **Park**

- Publication: Wendel met with Farzad for publication, currently at nine papers, hopefully by end of year will be published
- Awards committee established

**9. Web Page** **Carroll**

- Webpage updates have been completed as requested.

**10. Newsletter** **Park / Carroll**

- No newsletter has been produced.
- Shorter version to be written going forward

**11. Student Activities** **Hatler**

- Caleb was not present, he was getting married
- Some progress

**12. Nominations** **Park**

- Goal to elect 3 to 4 new EC members in next election cycle, nominations need to be prepared for Winter Meeting.

**13. By-laws Update** **Carroll**

ANS Division By-Laws are being updated for all divisions. Adam Carroll has taken those changes, integrated them into the proposed RRSD Bylaws, and provided the document to the EC. After much discussion, the plan to expand the officer position to include a second Vice-Chair has been determined. The Bylaws were proposed, seconded, and unanimously approved by the EC.

**14. Awards** **Park / Carroll**

- Solicited Ray Goertz Award Nominee
  - Potentially Jim Tolenco
- Adam Carroll appointed to lead the Awards Committee
  - Chris, Venu, Wendall on the committee
- Propose new Awards
  - Create a template for the awards

**15. New Business** **All**

- Expand membership
  - Talk with NCS D about i how to pay for a booth, they had a booth at the student conference.
  - Venu discussed potential expansion efforts towards Fusion
  - Chris discussed communicating with the American Glovebox Society

**16. Summary of Action Items** **Abrahao**

- Send out Ray Goertz Award nomination form to EC (Carroll)
- How do we recruit new members? (All)
- Post Bylaws (Carroll)
- Author and distribute RRSD Newsletter (Carroll)
- Create new awards and associated templates (Carroll)
- Determine funding options for awards and recruitment efforts, present options to the EC (Eason)

Date	Activity	Responsible Member	Due	Complete
06/11/23	Send of Ray Goertz Award nomination form	Carroll	06/23/23	6/23/23
06/11/23	Generate Ideas to recruit new members	ALL	11/12/23	
06/11/23	Post Bylaws	Carroll	06/23/23	6/23/23
06/11/23	Update RRSD website	Carroll	06/23/23	6/23/23

06/11/23	Create list of potential new awards and associated templates	Carroll	07/31/23	6/28/2023
06/11/23	Newsletter	Carroll	11/12/223	
06/11/23	Identify funding options for recruitment and awards	Eason	11/12/23	Completed
06/11/23	Expand student membership	Halter	12/31/23	
09/01/23	Nomination of new EC and Officials	O'Neil	11/12/23	
09/01/23	Identify Program Chain for Topical Meeting	Young		

**17. Adjourn**

**Park**