RRSD Executive Committee Meeting Minutes

Date: June 14, 2023
Location: Video Conference via Teams and In-Person


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 participate 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) 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
  o Potentially Jim Tolenco
• Adam Carroll appointed to lead the Awards Committee
  o Chris, Venu, Wendall on the committee
• Propose new Awards
  o Create a template for the awards

15. New Business  All

• Expand membership
  -Talk with NCSD about 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)

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<th>Activity</th>
<th>Responsible Member</th>
<th>Due</th>
<th>Complete</th>
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<td>06/11/23</td>
<td>Send of Ray Goertz Award nomination form</td>
<td>Carroll</td>
<td>06/23/23</td>
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<tr>
<td>06/11/23</td>
<td>Generate Ideas to recruit new members</td>
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<td>Update RRSD website</td>
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<td>Create list of potential new awards and associated templates</td>
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<td>Identify funding options for recruitment and awards</td>
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<td>Nomination of new EC and Officials</td>
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<td>11/12/23</td>
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<td>Identify Program Chain for Topical Meeting</td>
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17. Adjourn Park