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**STATE OF OKLAHOMA
OFFICE OF STATE FINANCE
DEPARTMENT OF CENTRAL SERVICES**

Minutes
COMMITTEE OF ALTERNATIVE FUELS TECHNICIANS EXAMINERS
From the March 6, 2012 Meeting

I. Determination of Quorum and call to order

- Seeing a quorum present the meeting was called to order at 9:02 am by John Cook.
- Committee members present: Roger Luke, Charles Lawson, Craiton Cooper, Jeff Twiehaus and John Cook.
- Recording Secretary, Staci Woodberry, was in attendance as well.

II. Approval of February 2012 meeting minutes

- Staci Woodberry reviewed minutes from February 2012 meeting
- Charles Lawson motioned to accept the minutes. Craiton Cooper seconded the motion. (Motion carried: 5-0)

III. Alternative Fuel Test Report

- Staci Woodberry reported that 35 people tested in February. Tests are not graded yet.

IV. Administrative Report

- N/A

V. Committee Reports

- N/A

VI. Committee Business

- Proposed Alternative Fuels Program Rules review.
- Committee suggested the changes included below.
- 580:55-1-47.
 - i. (a) The Agency issues a certificate as:
 - ii. (1) An alternative fuels equipment technician to any person who has been certified by the Committee as either having successfully passed the appropriate examination or having a valid license or certificate issued by another governmental entity with licensing or certification requirements similar to those provided in the Alternative Fuels Technician Certification Act; ~~or has been certified by the National Institute for Automotive Service Excellence (ASE).~~
- 580:55-53.
 - i. (f) All Alternative Fuel Technicians are required to re-test or re-certify every three (3) years to receive a renewal of certification.
 - ii. Reevaluate OEM curriculum every 3 years.
- 580:55-1-59
 - i. (c) The standards for the infrastructure for the purpose of the equipment installation of compressed natural gas vehicular fuel systems adopted by NFPA are published in the latest edition of its pamphlet No. 30A.
 - ii. (d) The current Environmental Protection Agency's requirements shall be followed when any conversion is performed.
~~(1) Conversions are being performed on new vehicles (Current Model Year);~~
~~(2) Conversions are being performed on vehicles less than ten (10) years old; or~~
~~(3) Conversions are being performed on vehicles that have exceeded their useful life (10 years and older).~~
- 580:55-1-61.
 - i. (c) Converted alternative fueled vehicles and OEM alternative fueled vehicles shall have placed on the vehicle, decals & labels required by NFPA and the following:
 - ii. (1) The date of installation;
 - iii. (2) The name of the installing technician; and,
 - iv. (3) State of Oklahoma Certification number of the alternative fuels equipment technician.
 - v. ~~(4) The expiration date of time sensitive parts and components used in the conversion.~~
 - vi. ~~(5) Converted vehicle information.~~

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- vii. (d) The following reporting procedure must be performed after each vehicle conversion:
- viii. (1) On forms, provided by the agency, each vehicle converted shall be reported to the agency by the certified technician. Information deemed necessary by the agency shall be included on the form. These forms must be sent to the agency no later than ten (10) days after the completion of the conversion. Photocopying of these forms is permissible.
 - a. It was suggested that we require the following information to be reported to us on the form rather than on the label that goes on the system:
 - (1) The date of installation;
 - (2) The name of the installing technician; and,
 - (3) State of Oklahoma Certification number of the alternative fuels equipment technician.
 - (4) The expiration date of time sensitive parts and components used in the conversion.
 - (5) Converted vehicle information.

VII. Public Comment

- N/A

VIII. New Business

- N/A

IX. Adjournment

- Motion to adjourn meeting by Jeff Twiehaus at 10:51 a.m.