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

Minutes
COMMITTEE OF ALTERNATIVE FUELS TECHNICIANS EXAMINERS
From the December 6, 2011 Meeting

- I. Determination of Quorum and call to order**
 - Seeing a quorum present the meeting was called to order at 9:00 am by John Cook.
 - Committee members present: Roger Luke, Charles Lawson, Craiton Cooper, Nathan Parrow and John Cook.
 - Recording Secretary, Staci Woodberry, was in attendance as well.
- II. Approval of November 2011 meeting minutes**
 - Staci Woodberry reviewed minutes from November 2011 meeting
 - Roger Luke motioned to accept the minutes. Craiton Cooper seconded the motion. (Motion carried: 5-0)
- III. Alternative Fuel Test Report**
 - Staci Woodberry reported that twenty-one (21) people tested in the month of November. Nine (9) people passed.
 - Charles Lawson motioned to accept the test report. Roger Luke seconded the motion. (Motion Carried: 5-0)
 - Harry Brown appealed his test results before the committee. He appealed his answer on question number 56 and 59.
 - Craiton Cooper motioned to accept the appeal on question 56. Roger Luke seconded the motion. (Motion carried: 5-0)
 - Craiton Cooper motioned to accept the appeal on question 59. John Cook seconded the motion. (Motion Carried: 5-0)
 - Roger Luke motioned that committee certify Harry Brown as an Alternative Fuels Technician. Charles Lawson seconded. (Motion carried: 5-0)
 - Brandie Wilson appealed her test results before the committee. She appealed her answer on question number 56, 58, and 31.
 - John Cook motioned to accept Brandi's appeal on answers 56 and 58. Craiton Cooper seconded the motion. (Motion carried: 5-0)
 - Roger Luke motioned to accept Brandi's appeal on her answer to question 31. Craiton Cooper seconded the motion. (Motion carried: 5-0)
 - John Cook motioned that the committee certify Brandie Wilson as an Alternative Fuels Technician. Roger Luke seconded the motion. (motion carried: 5-0)
- IV. Administrative Report**
 - Staci Woodberry reported that per, Terry Zuniga, State Fleet Manager's instructions we will not be doing any more testing until after the first of the year due to the problems with the tests.
- V. Committee Reports**
 - N/A
- VI. Committee Business**
 - The committee discussed having a special meeting to work on revising the current test.
 - It was decided that the regular scheduled meeting would be moved to a later date due to the holiday
 - John Cook motioned to move meeting to from January 3, 2012 to a later date to be determined. Craiton Cooper seconded the motion. (motion carried: 5-0)
- VII. Public Comment**
 - Richard Hess from LP Gas joined the meeting at 9:25 am.
- VIII. New Business**
 - N/A
- IX. Adjournment**
 - Motion to adjourn meeting by Charles Lawson