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STATE OF OKLAHOMA
OFFICE OF MANAGEMENT AND ENTERPRISE SERVICES
DIVISION OF CAPITAL ASSETS MANAGEMENT

COMMITTEE OF ALTERNATIVE FUELS TECHNICIANS EXAMINERS
Minutes from October 2, 2012
9:00 a.m.

I. Determination of Quorum and call to order

- a. Seeing a quorum present, Committee Chair John Cook called the meeting to order at 9:01 a.m. Committee members in attendance were John Cook-Chair, Charles Lawson, Craiton Cooper, Roger Luke, Jeff Twiehaus and Peggy Beaty-Program Administrator and Recording Secretary.

II. Introduction of Guests

- a. Guests introduced themselves as follows:
Ronn Cupp, LP Gas; Kevin Froman, Froman Propane Co.; Shay Mitchell, Administrative Assistant; Terry Zuniga, Director, DCAM Fleet; Richard Hess, LP Gas and Marketing; Rarchar Tortorello, NGV and Chad Kisinger, OEM, Okarche.

III. Approval of September 2012 meeting minutes

- a. September 2012 meeting minutes were presented for review.
- b. Charles Lawson made the motion to approve the minutes for September. Craiton Cooper seconded the motion. (Motion carried: 5-0)

IV. Alternative Fuel Test Report

- a. Testing for CNG resumed in September. Oklahoma City Community College (OCCC) performed their first class to include the skill assessments. 9 students in the class; 1-Peggy Beaty audited the class. 1-David Comstock, technician for the DCAM Fleet Division, took the class and participated in the skill assessment exercises. He was not required to re-test for recertification. 1-did not pass the skill assessments, therefore he was not permitted to sit for the state exam. 6- Took the state certification test and all passed with a grade of 80% or above. OCCC reported the process will be refined as the classes are taught.
- b. Tulsa Tech has their skill assessment stations almost up and fully functional. Craiton will submit his course curriculum to the state for review and approval.
- c. Gene Autry is working on getting their curriculum to conform to the state standards. James Chastain indicated it would be in November before they would offer any classes.
- d. Kiamichi Vo-Tech expressed interest in creating a curriculum for CNG but there are no updates as to their continued interest and/or progress.

V. Administrative Report

- a. Peggy Beaty indicated there was some progress in the development of the searchable online database and hopes are to have it on the Alternative Fuels web page and fully functional by the first of November.
- b. Shay Mitchell, Administrative Assist to Ms. Beaty gave an update of renewals:
 - i. Current technicians renewed are: CNG-334; LPG-36; EV-8; 21-Companies.
 - ii. Originally 512 CNG technicians were certified-178 CNG techs have not renewed (minus 10) that no longer work for companies from their previous year's renewal application.
 - iii. Original LPG technicians were certified-51 not renewed. Mr. Hess asked for a list of those technicians to assist in contacting them and helping them to get renewed.
 - iv. Original EV technicians-6 did not renew.
 - v. Original Companies certified-2 did not renew.
- c. Inactive status of licenses needed to be discussed as to how best to notify technicians of inactive status.
- d. Renewal procedures needed to be discussed and determined for future renewals.
- e. Peggy Beaty reported individuals/companies from Alabama were curious about the training programs in Oklahoma and was interested in getting more information to send their technicians to attend.

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AGENDA
COMMITTEE OF ALTERNATIVE FUELS TECHNICIANS EXAMINERS
October 2, 2012
9:00 a.m.
Continued

I. Committee Reports

- a. N/A

II. Committee Business

- a. John Cook stated he had a problem with the way the program was being run by the State and he felt they were overstepping their authority in stopping the testing without the vote of the Committee. Peggy Beaty stated that issue had been discussed at length during the past two months and if John, or anyone present, had any issues with the actions of the program administrator or the state, they were welcome to address those concerns to OMES/DCAR Legal Department at the email address provided. Every decision and action had been made based upon specific statutes and the authority those statutes provided the state. Interested parties should send their concerns along with the statute or rule in question.
- b. Nathan Parrow did not renew his electric license due to his inability to procure insurance for his business activities. Therefore, the committee needs to replace two EV committee members.
- c. The need to overhaul the LPG test is priority. The test contains outdated material and is no longer acceptable to certify LPG technicians to work on vehicles on alternative fuels. The standards for LPG curriculum need to be developed. Peggy Beaty asked for suggestions from everyone present as to whom she could send a meeting invitation to attend the discovery meetings prior to the next committee meeting in November. John Day, Career Tech, would need to be included in the standard development to ensure compliance with the statutes and rules regarding curriculum development mandated to Career Tech specifically.
- d. Peggy Beaty informed the Committee that the state's current risk management director wanted the rules to reflect updated wording regarding the liability insurance. In addition, it was determined that the current requirement of fifty-thousand dollars is not adequate and they are proposing a higher coverage limit. Current premiums are based upon the income of the company being insured.
- e. Review and revision of OAC 580:55 and §74-130 needed to be completed within the next couple of months.
- f. Charles Lawson asked how long it would take to get the rules changes to reflect the possibility of additional types of licenses for students who would not be employed within the current ninety day deadline. Peggy Beaty responded it would probably be May 2013.
- g. Compressor technician curriculum was discussed. John Cook agreed to get with Roy Ackerman at OSU-Oklmulgee along with Charles Lawson who stated Francis Tuttle had worked on a compressor technician curriculum in the past and would see where that ended up and report at the next Committee meeting.

III. Public Comment

- a. Kevin Froman from Froman Propane Company wanted to know when the LPG test was going to be resuming. He had an opportunity for business and needed to get certified. He stated he would help in any way he could.
- b. Rarchar Tortorello from NGV stated he would be happy to help with any public relation activities should the need arise.
- c. Richard Hess indicated he had been working with Propane Education and Research Council. He will look into getting some information on their training. Mr. Hess stated he would work with Roger Luke on getting information together to use for the development of the LPG standards.

IV. New Business

- N/A

V. Motion to Adjourn

- a. Motion to adjourn meeting was made by Jeff Twiehaus. Roger Luke seconded the motion.

VI. Adjournment

- a. Meeting was adjourned at 10:20am.

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