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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 January 8, 2013
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 9:09 a.m. Committee members in attendance were John Cook-Chair, Charles Lawson, Craiton Cooper, Roger Luke, Jeff Twiehaus. Peggy Beaty-Program Administrator and Recording Secretary was absent. Meeting minutes are being recorded via electronic device.

II. Introduction of Guests

- a. Guests introduced themselves as follows:
Brad Walker, OCCC; Justin Steckman, Total Fleet Solutions; Ronn Cupp, LP Gas. Mr. Richard Hess, LP Gas Market and Research came after the meeting started. Chad Kissinger, OEM and Nathan Parrow, Oklahoma Robotics arrived after the meeting started.

III. Approval of November 2012 meeting minutes

- a. December 2012 meeting minutes were presented for review. Charles Lawson made the motion to approve the minutes for December. Jeff Twiehaus seconded the motion. (Motion carried: 5-0)

IV. Alternative Fuel Test Report
December CNG Tests

- a. 10 @ Oklahoma City Community College (OCCC) 90% Pass Rate
- b. 5 @ Tulsa Tech-Broken Arrow 100% Pass Rate
- c. 6 @ USPS-Norman 83% Pass Rate

December LPG Tests

- d. 2 @ Facility proctored by Craiton Cooper 100% Pass Rate

V. Administrative Report

- a. Searchable database is finished waiting for IT to approve.
- b. LPG Standards and Curriculum-Brad Walker reported right now it's a slow process but working with Ken Green and Kevin Froman to develop the curriculum. Could be up and running by summer 2013.
- c. 429 CNG 66-LPG 9-EV 48 companies 39-CNG 8 LPG 1-CNG-LPG
- d. Compressor Technician meeting on January 10th, 2013 at Fleet.
- e. Body Shops are being contacted to let them know they cannot work on the alternative fuel system of vehicles that come into their shops unless they are certified through this program.
- f. Wrecker businesses will be contacted to let them know the dangers of transporting alternative fuel vehicles that have not been properly secured.
- g. First Responders (Fire, Police, EMSA, Etc) are being contacted to determine the best method to deliver safety information. Oklahoma Auto Dealerships
- h. Compressor technician meeting scheduled for January 10th from 9am-3:30pm, Fleet conference room.

VI. Committee Reports

- a. Charles Lawson indicated some progress had been made on the compressor technician curriculum/test update. Charles would initiate contact between Francis Tuttle and program administration to contact industry leaders in formulating the curriculum and testing standards. Charles and a couple of educators from Francis Tuttle are attending along with Roy Achemire, OSU and several other business leaders and experts in compressor technology.

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VII. Committee Business

a. Review Technician experience letter documentation:

Anthony Littlefield-Trailer Mechanic almost a year. John Cook has no problem with it. Jeff Twiehaus wanted to know exactly what a trailer mechanic does. John Cook stated that air brakes law went into effect because they can take a man's head off. Jeff Twiehaus that Mr. Littlefield's one year experience wasn't until February 13, 2013 so to adhere to the standards, he's good to go after that date. Also, since a trailer doesn't have an engine, we need to make sure since if we take this trailer mechanic now, that doesn't mean every trailer mechanic would be qualified. Charles Lawson agrees with Jeff Twiehaus. Jeff Twiehaus stated we need to be consistent so he can take the test after that date. Craiton Cooper stated he has already tested. John Cook stated then on 2-13 we can send him a certificate. John Cook made a motion to allow certification after his one year date. Charles second. Motion passed 5-0.

David Payne-Self-DYI-John Cook stated he's been doing it part-time for several years. Jeff Twiehaus stated we need documentable proof and his own letter doesn't verify his experience. Charles Lawson state he would be agreeable if we can verify his business is active. Craiton Cooper stated he wants to see tax records or business documents. Jeff Twiehaus stated we need to verify this or what good is the requirement of one year verifiable documentation. As long as he can verify tax filings and produce insurance, he should be good. John Cook made a motion to approve his experience as long as he could provide copies of the last two years tax returns and his liability insurance. Jeff Twiehaus seconded. Motion passed 5-0.

Gene Langley-He's a race car owner and works from American Airlines. Charles stated he worked at another company for four years but there is no written letter included with his request. We need something that is verifiable (American airlines A&P certification verification.) Jeff Twiehaus made a motion to accept if he can submit written verification of employment experience or A&P license. Craiton Second. Motion passed 5-0.

b. LPG questions from Kevin Froman who requested a Committee review because the questions were not clearly worded.

- LPG Q#34 remove "maintain" and add "relieve excessive".
- LPG Q#50 remove "carburetion" and add "LPG" also remove "shall" and add "can".
- LPG Q#63 add "gallons" behind the answer blank.

c. CNG Standards Review-Craiton Cooper stated he didn't know there were changes that needed to be made to the CNG standards. John Cook stated he didn't know either. We will table this until next month's meeting.

d. OAC Rules need to be reviewed for updates/changes/etc.

- 580:55-1-61 relating to decals and conversion reporting procedures. John Cook stated that at (6)GVW doesn't change. That is a mistake because the GVW never changes. The vehicle is rated to what load the vehicle can carry. Chad Kissinger indicated his company is required to add the updated GVW after a conversion to show what the change in weight. John Cook stated but that wasn't required because the GVW never changes. The payload changes but the GVW never changes. Brad Walker, guest, stated that the GVW which stands for gross vehicle weight is what the manufacturer states the vehicle actually weighs. GVWR which stands for gross vehicle weight rating is what the maximum payload the vehicle is rated to carry. Justin stated there is a lot of difference in the weight of the system depending on EPA rated, not EPA rated, etc.

Craiton Cooper stated that re-testing every three years is now required according to OAC 580-55-1-53. Recommendation is to change this to a continuing education requirement. There is also the re-testing after the renewal grace period. That needs to be changed as well. Discussion continued to include requirements for renewals and if there needs to be retesting. Justin stated the NFPA changes every three-four years. Craiton stated that's why we put that in the requalification guidelines. Jeff Twiehaus stated that instead of re-testing require an X amount of continuing education hours every three years to cover the changes in the industry and

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NFPA. John Cook stated he doesn't remember the three years to re-test being agreed upon to include in the rules. John Cook stated Tom Sewell stated he wasn't for the re-test either. This matter will require further discussion. John Cook left to attend a personal appointment so Jeff Twiehaus took over the duties of chair. Charles Lawson suggested we leave it at a one year renewal and the technician provide proof to continuing education associated with the industry to show you are keeping up your education or re-test if you haven't had NFPA. NFPA doesn't apply to EV. Nathan Parrow, guest, asked if there could be an "OR" added which stated "re-test every three years OR provide proof of continuing education" EV technicians. Jeff Twiehaus asked if the Committee needed to vote to add the "Or" provide proof of continuing education? Craiton Cooper made the motion to add "or". Charles Lawson second. Motion carried 4-0.

VIII. Public Comment

N/A

IX. New Business

N/A

X. Motion to Adjourn

Motion to adjourn meeting was made by Jeff Twiehaus. Roger Luke seconded the motion. Vote 4-0 in favor since John Cook left prior to the meeting being adjourned.

XI. Adjournment

a. Meeting was adjourned at 11:04.