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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 March 5, 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 9:03 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 present. Meeting minutes are being recorded via electronic device.

II. Introduction of Guests

- a. Guests introduced themselves as follows:
Brad Walker, OCCC; Ronn Cupp, LP Gas; Justin Steckman, Total Fleet Solutions; Ken Green, OLG and Paula Cowan, LPG Marketing and Research.

III. Approval of February 2013 meeting minutes

- a. February 2013 meeting minutes were presented for review. Peggy Beaty stated that on Committee Business #D, there was no vote so her question is that something that needed a vote. Craiton Cooper indicated the Committee determined to leave it as it was currently stated in the standards so no vote should be necessary. Roger Luke stated that the minutes should reflect Luke Bros, Inc. started their 51st year instead of 50th year. Charles Lawson stated that the 120 days should have stated 180 days. Roger Luke made the motion to approve the minutes for March. Craiton Cooper seconded the motion. (Motion carried: 5-0)

IV. Alternative Fuel Test Report

- a. Shay Mitchell, Administrative Assistant to the Program reported the February tests.
- b. OCCC- Three classes were held with a total of 13 technicians. 12-Passed 1-Failed.

V. Administrative Report

- a. 467 CNG 71-LPG 9-EV 51 companies 41-CNG 8 LPG 1-CNG-LPG (598 total)
28 companies have more than one technician and do not have a company certificate. Shay personally spoke to 12 of the 28 companies that were sent applications. The others will be receiving a letter or email within the next week.
- b. Peggy Beaty reported that the compressor technician certification process was moving forward. The discussion had been to separate the compressor technician certification into two different certificates 1) Compressor Technician Level One-Maintenance oil changes, filter changes. 2) Level Two is more mechanical repair which means to take a system down, perform repairs and bring it back up. We will have a meeting this Thursday to wrap up Level One, we hope. The members of the development meetings hope the certification process will be available to certify compression technicians in late spring. The standards, skill assessments, tests and everything will be ready to present to the Committee for review and vote for May 7th meeting.
- c. Searchable database for conversion reports. There have been some complaints about the inability to locate the conversion technician if a vehicle comes into a shop that was not converted by that shop. IT indicated this is do-able and Administration is working to get this worked out with IT. The database is being maintained daily so once the approval and technical aspect has been worked out, the database should be operational soon after that date.

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MINUTES
COMMITTEE OF ALTERNATIVE FUELS TECHNICIANS EXAMINERS

March 5, 2013

9:00 a.m.

Continued

- d. Statutes for Committee and the Board were passed out to all attendees of the meeting. Peggy Beaty noted these two entities are different. They have different responsibilities and requirements. It is important to know the requirements and responsibilities of each and act within the boundaries.
- e. Copies of the complaint filed by John Cook last October through the Attorney General's office naming the Committee, Program Administrator and Fleet Director were distributed to attendees. The complaint has been resolved through the attorney general's office so there was no need for any action on the part of the Committee.
- f. Peggy Beaty reported she appeared before the Energy Committee at the invitation of Rep. Leslie Osborn, R from Mustang, OK to explain the particulars of the Alternative Fuel Act and Technician Certification Act. The bill passed the Committee and will be heard in the House sometime next week. There are three parts of this bill. Justin Steckman was a big part of getting this bill created so we appreciate his hard work on behalf of alternative fuels. Part One is oversight of Corporation Commission to have oversight of the fill station inspections. Part Two is the requirement to obtain the state's tax rebates you must use a state certified alternative fuels technician. Page Nine states multiple alternative fuels so the bill includes more than just compressed natural gas.

VI. Committee Reports

- a. N/A

VII. Committee Business

- a. John Cook had a question about Nathan Parrow who resigned because of inability to acquire reasonable insurance to continue his EV license. He wanted to know if the statutes require he be certified to sit on the Committee. It states he has to be an EV technician but doesn't say he has to be licensed. Craiton Cooper stated since it specifically states "technician", you would have to be certified to be a "technician". There was another position qualification in #7 that stated the person had to be in the electrical industry. He would not qualify under #6. Peggy Beaty stated she would put that question to the Administrator of OMES since he has the authority to appoint Committee members.
- b. Jeff Twiehaus wanted to know how long the A&P certification is good for? John Cook stated he thought it was two or three years and he had no problem with the A&P certification since the purpose of the experience was to ensure they had the mechanical skills. Jeff stated that was correct but if they hadn't submitted the actual documentation, then the Committee needed to be consistent in what they accepted as acceptable documentation. It would be better if Peggy had an actual certification document on file so everyone is treated equally. John Cook made the motion to accept these two technician's work experience as submitted. Roger Luke seconded the motion. Motion passed (5-0)
- c. Searchable database is up. Brad Walker asked if there is a way to search by name and Peggy Beaty indicated there were several filters and one such filter did allow you to search by name.
- d. Peggy Beaty stated there was a change in the wording from the January's meeting that was supposed to be added under "b" on the technician certification application form. The wording was to change "b" to read "One year documented experience in automotive or heavy truck repair and/or maintenance or equivalent experience/certification as approved by the Oklahoma Alternative Fuels Committee. Peggy did follow up with Maureen Banta (the form liaison with OMES) and the new language is posted on the website now.
- e. Jeff Twiehaus wanted to know about the possibility of suspension status and inactive states. Peggy Beaty stated she would put that on her agenda with OMES management to determine if this was something that could be done legally.
- f. Review of T. Cathey license. Jeff wanted to know if the A&P license had to be current to be acceptable. Craiton stated that it was supporting that he had the mechanical ability and possessed the mechanical skills. Jeff wanted to know exactly what we are going to ask for people to provide because he wants it to be simple and standard for everyone. He doesn't have a letter from an employer because he owns his own company and wants to get into conversion side of the business. He has taken John Cook's class in December 2011. He took the test at OCCO in July 2012 and failed. He will need to take the skill assessment test and the written test again before he can be certified. Craiton Cooper made the motion to approve the technician's documentation and allow him to test. Jeff Twiehaus seconded the motion.
- g. Appointment of the Committee members. Craiton Cooper stated we are all on five year terms. Charles Lawson asked what to do so we can keep everyone from dropping off at the same time. Peggy Beaty stated a possible solution could be to reissue the appointment letters with the correct terms and then when the committee member's term came up for renewal, then reissue the appointment for five year terms. The Committee is also a little CNG

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COMMITTEE OF ALTERNATIVE FUELS TECHNICIANS EXAMINERS

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9:00 a.m.

Continued

heavy but Craiton Cooper is certified in all three (CNG, LPG, EV) so perhaps adding an LPG technician would add balance since Mr. Luke is in the oil and gas industry. Mr. Luke stated he would not be doing conversions newer than 1996. It would be helpful to have a conversion technician operating in today's LPG market to assist in the skill assessment development for the OCCC course soon to be offered.

- h. Review of OAC 580-Peggy Beaty stated she couldn't get all the changes made that needed to be addressed due to other projects that had priority. There are a lot of items in the rules that don't line up with the current statutes. She is trying to get that updated in the rules for review and then add the other items the Committee wanted to see changed such as 180 days instead of 90 days to become licenses.

VIII. Public Comment

Justin Steckman stated this industry is evolving every single day and Oklahoma is on the front of the curve. The Committee needs to start looking ahead and stay on top of the industry. He was speaking about CNG specifically. John Cook asked Mr. Steckman for examples. Mr. Steckman stated that it took months to get the technician testing updated where everyone was happy with it. Why hasn't the Committee gotten the compressor technician certification up and going? Why hasn't the Committee been asking who had oversight on the CNG fill stations? What about home refilling stations? John Cook stated that is under an appliance and not a compressor station and we have no control over who installs that. We can't regulate that through this Committee. Mr. Ken Green stated that at 3600 psi, that doesn't sound like an appliance to him. Mr. Steckman indicated this was only part of the issues and has a lot of ideas that he will give to the Program Administrator for dissemination to the Committee. There are a lot of companies out there who are not playing by the rules and we need some enforcement to ensure we protect the alternative fuel industry. There is such a gray area in the NFPA 52 that need to be clarified. Emergency personnel aren't trained what to do in case of an accident. Who is training them? Paula Cowart stated there is some training on the LP Gas side. Justin said there is nothing for CNG and it would take one incident to set the industry back. Peggy Beaty stated that Yvonne Anderson of Clean Cities has a grant that is for that process. Mr. Steckman wanted to know why Clean Cities is doing that. Why isn't that a state mandated issue? Ron Cupp stated EMS guys are trained to save lives. Paula Cowart asked if you really want to legislate that? Justin Steckman said that LPG had good controls in place but CNG has nothing in place. Cylinder mounts are another issue. There are cylinders bolted to the bed of a truck not supported by the frame and that isn't enough support in a crash which could cause the cylinder to become a lethal projectile.

Alternative Fuel facility requirements are under the Fire Marshall's office for code compliance but this is so new. Ron Cupp stated he spent 29 ½ years navigating this type of stuff and offered his services for legislative changes. Peggy Beaty stated that OMES has a legislative liaison in Dana Webb and his offer would be extended to her.

IX. New Business

The new NFPA 52 Ver. 2013 is out. Craiton Cooper stated that we need to review the new version so we can determine what changes took place and update the CNG tests if any changes are warranted. Clean Energy often has the changes identified.

The last meeting discussion determined that right now the Committee offered the skill assessments to LPG technicians without taking the course, because there isn't one. We could do that on the CNG side for technicians that had been doing this for a while and can go through the schools to just take the skills assessment and the test for a separate fee. The skill assessment fee would be up to the school to determine what they would charge the same as they do for their courses. They would still turn in their skill assessment rubrics in to the state program administrator as they do for the skill assessments administered during the three day-four day courses. Additional discussion needs to determine what the education/experience should be to bypass the course and just take the skill assessments and written test to become certified.

X. Motion to Adjourn

Motion to adjourn meeting was made by Jeff Twiehaus. Roger Luke seconded the motion. Vote 5-0 in favor.

XI. Adjournment

- a. Meeting was adjourned at 11:10.

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