



State of Oklahoma
Office of Management and Enterprise Services

COMMITTEE OF ALTERNATIVE FUELS TECHNICIANS EXAMINERS

Minutes from September 3, 2013
9:00 a.m.

I. Prior Notice of Meeting:

- Notice of the monthly Committee meeting is posted in advance on Oklahoma's Secretary of State's website @ www.sos.ok.gov. The Agenda is posted on the State of Oklahoma Alternative Fuels website @ www.altfuels.ok.gov and in a public access area of State of Oklahoma's Fleet Management located at 317 N.E. 31st Street, Oklahoma City, Oklahoma twenty-four hours prior to the meeting.

II. Determination of Quorum and call to order

- Committee Chair John Cook was unable to attend the meeting so Committee member, Charles Lawson was asked to serve as Chair. Charles Lawson called the meeting to order at 9:09am and a quorum of committee members was present. Committee members in attendance were Frank Stapp, Craiton Cooper, and Jeff Twiehaus. Absent were John Cook and Roger Luke. Peggy Beaty-Program Administrator / Recording Secretary was present. Meeting minutes were recorded via electronic device.

III. Introduction of Guests

- John Claybon, Oklahoma City Community College
- Michael Starchman, Oklahoma Management and Enterprise Services-State of Oklahoma
- Brad Walker, Oklahoma City Community College
- Danny Ware, Francis Tuttle Vo-Tech Center, Portland Campus
- Chuck Howard, Oklahoma Department of Transportation
- John Day, Technical Program Supervisor-Dept of Career and Tech Ed, Trade and Industrial Ed
- Jim Berryman- Representative for Bob Moore Ford Fleet and Commercial Sales
- Paula Cowart, Director, Safety, Training, & Ed, OK LP Gas Research, Mktg, & Safety Commission

IV. Approval of August 2013 meeting minutes

- Committee approval of August 2013 meeting minutes. Craiton Cooper made the motion to approve the minutes as presented. Jeff Twiehaus seconded the motion. Motion passed 4-0 to approve August 2013 committee meeting minutes.

V. Alternative Fuel Test Report and Technician Activity

- OCCC-August test reports – 11 tested 9-Passed 2-Failed
- Current certified technicians-681 Current certified companies-94

VI. Committee Business

Committee

- **Compressor Operator-Level One skill assessment** were reviewed and discussed. Danny Ware, FTVC was present to answer questions. He presented the final versions of the skill assessments. **Skill Assessment** were reviewed and discussed. Charles Lawson made the motion to accept the skill assessments as presented with the understanding these can be modified in the future based upon needs of the program. Jeff Twiehaus seconded the motion. Motion passed 4-0.

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VII. Committee Business (cont.)

Committee

- **NFPA -52 Changes and update of two test versions** – Postponed until October meeting. The Committee requested time to review the changes in NFPA 52 and review the tests to determine what questions on the two versions needed to be updated. Electronic versions of the test were to be sent to each committee member for review.
- Craiton Cooper recommended revising the compressed natural gas test to ensure certification technicians also encompass the ability to perform tank/fuel system inspections.

VIII. Adjournment

The meeting adjourned @ 09:56.

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