

IDAHO LIQUEFIED PETROLEUM GAS SAFETY BOARD
Bureau of Occupational Licenses
700 West State Street, P.O. Box 83720
Boise, ID 83720-0063

Conference Call Minutes of 8/14/2013

BOARD MEMBERS PRESENT: Jay T Hill - Chair
James Lehman
Thomas E Coates
Edward A. Button
Richard B. Davies

BUREAU STAFF: Tana Cory, Bureau Chief
Dawn Hall, Administrative Support Manager
Lori Peel, Investigative Unit Manager
Eric Nelson, Board Prosecutor
Mary Miles, Technical Records Specialist I

The meeting was called to order at 9:00 AM MDT by Jay T Hill.

APPROVAL OF MINUTES

A motion was made by Mr. Coates to approve the minutes of 6/27/2013. It was seconded by Mr. Lehman. Motion carried.

LEGISLATIVE REPORT

Ms. Cory gave the legislative report.

FINANCIAL REPORT

Ms. Hall gave the financial report, which indicated that the Board has a negative cash balance of (\$11,652.01) as of 7/31/2013.

2014 ANNUAL CONTRACT RENEWAL

Ms. Hall presented to the board members the 2014 annual contract renewal. A motion was made by Mr. Coates to approve the 2014 contract renewal and authorize the Board Chair to sign. It was seconded by Mr. Button. Motion carried.

DISCIPLINE

Mr. Nelson presented a memorandum regarding case number LPG-2013-1. After discussion, the Board gave recommendations for appropriate discipline.

INVESTIGATIVE REPORT

Ms. Peel gave the investigative report, which is linked above.

FOR BOARD DETERMINATION

A motion was made by Mr. Coates to approve the Bureau's recommendation and authorize closure in cases I-LPG-2013-21, I-LPG-2013-24, I-LPG-2013-30, I-LPG-2013-36, I-LPG-2013-37, I-LPG-2013-39, I-LPG-2013-41, I-LPG-2013-43, I-LPG-2013-44, and I-LPG-2013-42. It was seconded by Mr. Lehman. Motion carried.

EXTENSION REQUEST

Ms. Peel presented to the Board members an extension request from William Swenson, Valley Wide Energy.

A motion was made by Mr. Lehman to approve the extension request to September 1, 2013 and to have Mr. Swenson submit pictures when the project is completed. It was seconded by Mr. Coates. Motion carried.

BOARD CHAIR ELECTIONS

A motion was made by Mr. Hill to nominate Mr. Coates as Board Chair. It was seconded by Mr. Button. Motion carried.

EXECUTIVE SESSION

A motion was made by Mr. Lehman that the Board go into executive session under Idaho Code § 67-2345(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the Executive Session was to consider license application materials. It was seconded by Mr. Davies. The vote was: Mr. Lehman, aye; Mr. Davies, aye; Mr. Coates, aye; Mr. Button, aye; and Mr. Hill, aye. Motion carried.

A motion was made by Mr. Davies to come out of executive session. It was seconded by Mr. Button. The vote was: Mr. Lehman, aye; Mr. Davies, aye; Mr. Coates, aye; Mr. Button, aye; and Mr. Hill, aye. Motion carried.

APPLICATIONS

A motion was made by Mr. Davies to approve the following for licensure:

Approved for Licensure

AMERIGAS DBA V1 PROPANE	PGLF-968
AUTO LUBE SERVICES DBA JIFFY LUBE	PGF-993
COMPLETE RENTAL	PGF-989
NORTHERN ENERGY PROPANE	PGLF-991
PATTERSON QUIK STOP INC	PGF-944

It was seconded by Mr. Lehman. Motion carried.

A motion was made by Mr. Coates to hold one dealer application pending the receipt of the Certified Employee Training Program completion certificate. It was seconded by Mr. Lehman. Motion carried.

A motion was made by Mr. Davies to hold one facility application pending additional evidence that they are in compliance with NFPA-58, or the local Fire Marshall can inspect and provide evidence of approval. It was seconded by Mr. Lehman. Motion carried.

Pending

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NEXT MEETING was scheduled for October 2, 2013 at 9AM.

ADJOURNMENT

A motion was made by Mr. Lehman to adjourn the meeting at 9:50AM. It was seconded by Mr. Button. Motion carried.

Jay T Hill, Chair

James Lehman

Thomas E Coates

Edward A. Button

Richard B. Davies

Tana Cory, Bureau Chief