

**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 4/22/2015**

**BOARD MEMBERS PRESENT:** Thomas E. Coates - Chair  
Edward A. Button  
Jay T. Hill

**BOARD MEMBERS ABSENT:** Richard B. Davies  
David J. Summers

**BUREAU STAFF:** Tana Cory, Bureau Chief  
Maurie Ellsworth, General Counsel  
Mitch Toryanski, Legal Counsel  
Kellie LaBonte, Technical Records Specialist I

The meeting was called to order at 9:05 AM MDT by Thomas E. Coates.

**LEGISLATIVE REPORT**

Ms. Cory gave the legislative report. She said that both House Bill 116 and House Bill 117 were signed by the Governor. House Bill 116 addressing the ability to recoup attorney fees took effect March 30, 2015. House Bill 117 addressing the process and fees associated with renewing and reinstating licenses will take effect July 1, 2015.

**FINANCIAL REPORT**

Ms. Cory gave the financial report, which indicated that the Board had a cash balance of \$55,762.73 as of 3/31/15.

**INVESTIGATIVE REPORT**

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

**FOR BOARD DETERMINATION**

Mr. Hill made a motion to approve the Bureau's recommendation and authorize closure in case I-LPG-2014-22. It was seconded by Mr. Button. Motion carried.

Mr. Hill made a motion to approve the Bureau's recommendation and authorize closure with a warning letter to the Respondent reminding Respondent that required improvements must be made within 60 days of the first failed inspection in case I-LPG-2015-7. It was seconded by Mr. Button. Motion carried.

Mr. Hill made a motion to approve the Bureau's recommendation and authorize closure with warning letters to Respondents regarding timely renewal of their licenses in cases I-LPG-2015-8 and I-LPG-2015-9. It was seconded by Mr. Button. Motion carried.

### **NEXT MEETING DATE**

Discussion was held regarding the frequency of meetings. When weekly meetings are scheduled, this results in cancelling numerous meetings when there is no new business or no applications to review. Holding meetings every other week or even monthly was more favorable. Due to peak season approaching, meetings will be scheduled every other week beginning May 13, 2015. Additional meetings may be scheduled should the need arise.

### **CERTIFIED EMPLOYEE TRAINING PROGRAM (CETP)**

Discussion was held regarding the history of the CETP certificate requirement for dealer licensure. If an applicant does not have the CETP certificate, but has taken courses, the applicant is to contact the proctor or course provider for assistance in obtaining the certificate. Applications without this certificate will be considered incomplete.

### **POSSIBLE LAW/RULE CHANGE**

Mr. Toryanski addressed the Board regarding Idaho Code § 67-2614.

Mr. Hill made a motion directing Mr. Toryanski to draft a rule that would change the current \$50 reinstatement fee to \$35 to be reviewed at the next meeting. It was seconded by Mr. Button. Motion carried.

### **EXECUTIVE SESSION**

Mr. Hill made a motion 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. Button. The vote was: Mr. Coates, aye; Mr. Hill, aye; and Mr. Button, aye. Motion carried.

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

## **APPLICATIONS**

Mr. Hill made a motion to approve City Service Valcon, LLC (PGLF-1089) and Tates Tents and Events (PGF-1086) for licensure. It was seconded by Mr. Button. Motion carried.

Mr. Hill made a motion to approve applicant number 901129160 pending the receipt of the CETP certificate. It was seconded by Mr. Button. Motion carried.

Mr. Button made a motion to approve Ron Crowder (PGDIT-1062) for Dealer in training licensure. It was seconded by Mr. Hill. Motion carried.

**NEXT MEETING** – a conference call is scheduled for Wednesday, May 13, 2015 at 9:00 AM.

## **ADJOURNMENT**

Mr. Hill made a motion to adjourn the meeting at 9:40 AM. It was seconded by Mr. Button. Motion carried.

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Thomas E. Coates, Chair

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Edward A. Button

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Richard B. Davies

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Jay T. Hill

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David J. Summers

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Tana Cory, Bureau Chief