

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

Board Meeting Minutes of 6/17/2016

BOARD MEMBERS PRESENT: Thomas E Coates - Chair
Richard B Davies
Larry L Simms

BOARD MEMBERS ABSENT: Jay T Hill

BUREAU STAFF: Tana Cory, Bureau Chief
Dawn Hall, Administrative Support Manager
John Kersey, Chief Investigator
Maurie Ellsworth, General Counsel
Mitchell Toryanski, Legal Counsel
Cherie Simpson, Management Assistant
Kellie LaBonte, Technical Records Specialist

The meeting was called to order at 9:03 AM MDT by Thomas E Coates.

APPROVAL OF MINUTES

Mr. Simms made a motion to approve the minutes of May 25, 2016. It was seconded by Mr. Davies. Motion carried.

Mr. Simms made a motion to adopt the amended the agenda. It was seconded by Mr. Davies. Motion carried.

EXECUTIVE SESSION

Mr. Simms made a motion that the Board go into executive session under Idaho Code § 74-206(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. Coates, aye; Mr. Davies, aye; and Mr. Simms, aye. Motion carried.

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

APPLICATIONS

Mr. Simms made a motion to approve the following for facility licensure: Conrad & Bischoff PGF-1220 and Hauser Smoke LLC PGF-1229. It was seconded by Mr. Davies. Motion carried.

Mr. Simms made a motion to hold application 901140765 pending receipt of further information to be reviewed by the Board chair. It was seconded by Mr. Davies. Motion carried.

Mr. Simms made a motion to hold application 901146080 pending receipt of further information. It was seconded by Mr. Davies. Motion carried.

LEGISLATIVE REPORT

Ms. Cory reminded the Board that any new proposed law changes are due to the Governor's Office by August 1; and any proposed rule changes are due the third week in August for the 2017 Legislature.

FINANCIAL REPORT

Ms. Hall gave the financial report, which indicated that the Board had a cash balance of \$101,122.00 as of May 31, 2016.

INVESTIGATIVE REPORT

Mr. Kersey gave the investigative report, which is linked above.

FOR BOARD DETERMINATION

Mr. Simms made a motion to approve the Bureau's recommendation and authorize closure in cases I-LPG-2015-27, I-LPG-2016-18, I-LPG-2016-20 and I-LPG-2016-21. It was seconded by Mr. Davies. Motion carried.

CETP TRAINING FOR INVESTIGATORS

Mr. Kersey requested authorization from the Board to send 4 investigators who perform inspections at liquefied petroleum gas facilities to attend CETP training in Carson City, Nevada in July 2016.

Mr. Simms made a motion authorizing the investigators to attend the CETP

training in Carson City, Nevada in July 2016. It was seconded by Mr. Davies. Motion carried.

INSPECTION FORMS

This topic was tabled for the next meeting.

OPEN MEETING LAW

This topic was tabled for a future meeting.

TO DO LIST

To Do List – The Board reviewed the to-do list and no action was taken.

NATIONAL FIRE PROTECTION AGENCY (NFPA) 58 COMPARISON OF 2011 EDITION TO 2017 EDITION

Mr. Simms indicated that the 2017 edition of the NFPA 58 is not available. He told the Board he was able to find changes that received public comment on the NFPA website. The Board discussed that when a new edition is published, a summary of changes from the last edition is included at the end of the new edition.

PROPOSED LAWS AND RULES

Mr. Toryanski said that the Board could move forward with a proposed rule change to Rule 004 for the 2017 edition of NFPA 58 and that the Board would have time to conduct a comparison of the two editions during a future meeting.

Mr. Simms made a motion to submit the proposed rule language to update the edition of NFPA 58 to the Governor's Office as a place holder. It was seconded by Mr. Davies. Motion carried.

The Board discussed that this should be on the next agenda and if the NFPA 58 2017 edition has not been released with the side by side comparison, the Board could then decide not to go forward with the change this year.

NEXT MEETING Two conference calls have been arranged. One conference call has been set for August 4, 2016 at 9:00 AM. The other conference call has been set for August 18, 2016 at 9:00 AM.

SECURE WEB DEMONSTRATION

Ms. Hall demonstrated a secure website that may be accessed by Board members in the future for meetings. For conference calls, the Board members

may log on to the website and access meeting information from a computer. During face-to-face meetings, laptop computers will be provided for Board member use. This will allow all Board members the ability to be looking at the same application at the same time. Additionally, the photos that are required for facility licensure will no longer have to be printed, copied, scanned and emailed therefore maintaining a more accurate representation of the facility.

ADJOURNMENT

Mr. Simms made a motion to adjourn the meeting at 10:11 AM MDT. It was seconded by Mr. Davies. Motion carried.

Thomas E Coates, Chair

Richard B Davies

Jay T Hill

Larry L Simms

David J Summers

Tana Cory, Bureau Chief