

**MINUTES OF THE JANUARY 13, 2015 MEETING OF THE LIQUEFIED
PETROLEUM GAS EDUCATION AND SAFETY BOARD
WILLIAM ASHBY DEPARTMENT OF COMMUNITY AFFAIRS BUILDING**

Call to order: The Meeting was called to order by Chairman William Curcio at 1:40 PM.

Board members present: William P. Curcio (Chairman), Larry A. Horowitz, Chuck Feinberg, Robert Zander, Louis Kilmer

Department staff present: Bureau Chief Michael Baier, Program Manager John Tomasone

Member of the public present: None

Agenda: A motion was made by Louis Kilmer seconded by Larry Horowitz to approve the agenda. The motion passed unanimously.

Public comments: None

Approval of minutes: A motion was made by Larry Horowitz seconded by Louis Kilmer to approve the Minutes of October 21, 2014. The motion passed unanimously.

Committee Reports: There were no committee reports. However, the Chairman discussed that the purpose and makeup of the committees should be looked at during a future meeting. In some cases the committees have not met in a long time and the Board should look at making the committees more active, consolidating them or perhaps eliminating them. There was discussion that perhaps the Awards committee could partner with the clean cities program to rejuvenate the program. In addition, there was discussion about making a better effort in the public education realm through grants, which might also involve the clean cities program.

Old Business:

1. **Adoption of NFPA 58 – 2014** – Staff reported that the 2011 edition of NFPA 58 has been approved with an effective date of January 5, 2015. The review committee met prior to the Board meeting to go over the proposed adoption of the 2014 edition of NFPA 58. The review committee discussed whether the continuing education requirements of NFPA should be retained. Currently there is a proposed continuing education program under the CETP program. The review committee agrees in concept with having a continuing education requirement, but is in favor of waiting to see what is developed under the CETP program. The committee did feel that a change to the rules was needed to address the need for specialized training for auto-gas dispensing. The current dispensing propane safely does not have enough detail to be adequate training for autogas.
2. **Enforcement of Installers Certification** - The Chair asked the Department about the status of enforcement of the certification requirement for people installing LP-Gas appliances and tanks. Staff responded that the Department is not actively enforcing the

rule. Part of the reason is that the rules that exempt Master Plumbers are not in place yet. Therefore a strict enforcement of the rule would require Master Plumbers to get the Department's certification. It is possible that when the rules are all finalized that the provision will be enforced at the time of permit application as the Master Plumbers Licensing Law and the Electrical Contractors laws currently are.

3. **Out of State Marketers Requirements** – The Chair asked whether the Department was checking the CETP certifications of out of state Marketers. Staff responded that they did as part of the initial license application and also upon renewal (every three years). The Department has not been doing any monitoring of employee activities though. On a typical audit the Department will follow a bobtail operator to make sure that they are following the companies standard operating procedures but does not do this for out of state marketers. The Department will look into their existing procedures for out of State Marketers to try to do additional field monitoring of their employees.
4. **Status of plumbers training certifications** – as discussed above in item 2 the Department is not aware that these rules have ever been adopted.

New Business:

1. **Customer Owned Containers** – The Board suggested that a Bulletin be drafted to Code Officials reminding them that customer owned tanks must meet the same requirements as those owned by a marketer. There are cases where customer owned tanks are not properly marked. In addition, there was discussion that customers should be aware that they are responsible for the safe maintenance of their tank when they own it. The Board felt that this warrants inclusion in the consumer bill of rights. Staff will prepare both an amendment to the consumer bill of rights rules and a bulletin for the next Board meeting.
2. **Use of Pipe Dope in LP Gas Systems** – This item was discussed at a previous Board meeting. The result of that discussion was a recommendation that staff develop a counter document that discussed the importance of using the proper pipe dope in installations. Staff will prepare a document for the Board's review at the next meeting.
3. **CETP proper documentation for employees** – A board member expressed concern that there are people doing propane deliveries without the proper certification. The Board recommended more diligent enforcement of this provision both during the audits and during the license renewal process. We discussed that the DCA include in their audit a review of the CETP certification of employees by asking for the certification from Industrial Training Services which provides information on all CEPT certified personnel. Every employee would have this in their file for review - DCA could inform the licensee who would be audited in their letter of notification of the impending audit.
4. **Training for Autogas personnel** – As discussed above there was discussion that the current training document referenced for dispensing propane is not comprehensive enough for dispensing autogas. The Board is in favor of requiring that as part of a new system approval that appropriate training be given to operators. Currently there is no

training available that is specific to autogas dispensing. The Board recommended that a rule change be made that requires that as part of the approval that the supplier or manufacturer of the equipment provide training to the operator. That training could vary from installation to installation but would be subject to approval by the Department.

5. **Permit Process** – The Board discussed a problem of propane installations being done without permits. This is being driven by Home Depot and Lowes selling tanks directly to consumers and is further compounded by homeowners buying generators that run on propane. The Department thought that this was a difficult problem for the municipalities who cannot always police installations performed without permits in their jurisdiction. The Department will reiterate the importance of permits for customer installed tanks as part of its bulletin to code officials discussed in item 1 above.

Information – none

Board Comments – there were no Board comments.

Next Meeting – the next Board meeting is scheduled for March 10, 2015 at 1:30 pm
Adjournment – a motion was made by Lary Horowitz seconded by Louis Kilmer. The motion passed.