

## **New Jersey Liquefied Petroleum Gas Education and Safety Board Meeting Minutes for February 11<sup>th</sup>, 2025**

1) Meeting called to order at 1:40 P.M.

2) Roll Call

Attendance – Mike Merrill (Chair), Louis Kilmer, Ed Mulcahey, Ryan Pierson, Staci Rammel, J.D. Stem, Corrine Walker

DCA Staff - Joe Imburgia (Liaison), Rob Austin, Lindsay Bensel, Marie Daniels, Anthony Menafro, Ian Rayfield, Keith Thedinga

3) Approval of Minutes

*Motion to approve the minutes from the December 10<sup>th</sup>, 2024, meeting passed unanimously.*

*1st – Louis Kilmer; 2nd – Ryan Pierson*

4) Committee Reports

a) CETP Conversion to PEP

Marie Daniels introduced a Department memo regarding CETP and PEP training equivalencies and the certification process that will be in place while PERC is converting their training programs from CETP to PEP. Board members asked the Department for clarification on certain items to ensure there is proper equivalency and requested amendments pertaining to training modules and instructors. Chairman Mike Merrill requested that in the interest of safety the PEP Leak and Pressure Test module should be included as a requirement for both the Bobtail and Cylinder Delivery Pathways. Department staff stated that they are open to the suggestion and can meet with the Subcommittee to review and update the training requirements as appropriate. Further, the Board requested the Department clarify within the memo that current CETP skill assessors can act as PEP instructors and provide language stating that authorized field trainers can certify both bobtail and cylinder delivery driver on-the-job training. Department staff questioned if the memo can be released, to which the Board agreed with the stipulation that language and date are included stating that the memo is a live document updated as PEP training modules are released and reviewed.

*Motion to release the memo as amended by discussion passes unanimously.*

*1st – Corrine Walker; 2nd – Mike Merrill*

5) Old Business

a) Onsite Forklift Cylinder Filling

Ian Rayfield introduced to the Board items relating to onsite forklift cylinder filling, including the NFPA response to the question discussed in the previous Board meeting and a Department memo requesting examples from the Board of their current checklists and standard operating procedures for onsite forklift cylinder filling. The Board agreed to provide examples and to continue discussion on this item at the next meeting.

6) New Business

a) Master Hearth Specialist Exception

Joe Imburgia introduced to the Board a package of materials concerning the comparison of Master Hearth Specialist training and CETP training for the purposes of the Board issuing a waiver of its educational requirements to licensed Master Hearth Specialists for work on propane fueled appliances. Department staff noted that they are still waiting on response from the Attorney General's Office regarding their request for clarification of the statute. It was noted that further comparison of the training programs is needed prior to discussion with hearth products on the training gaps.

7) Information

8) Public Comments

No public comment

9) 2025 tentative meeting schedule – 04/08; 06/10; 08/12; 10/14; 12/09

10) Adjournment

*Motion to adjourn meeting passes unanimously at 3:30 P.M.  
1<sup>st</sup> – Mike Merrill, 2<sup>nd</sup> – Ed Mulcahey*