

IDAHO LIQUIFIED PETROLEUM GAS SAFETY BOARD MEETING
Division of Occupational and Professional Licenses
1090 East Watertower Street, Suite 150, Meridian

MINUTES OF THE MARCH 15, 2022 MEETING

NOTE: The following report is not intended to be a verbatim transcript of the discussions at the meeting but to record the significant features of those discussions.

Chairman Tom Daniels called the meeting to order at 9:00 a.m. (MT)

Board Members:

Tom Daniels, Chairman
Garrett DeJong
Richard Davies
Rick Harris

General Counsel

Nick Crema

DOPL Staff:

Michael Hyde, Operations Manager
John Nielsen, Executive Officer
Laura Shankel, Licensing and Registration Manager
Steve Gorski, Investigations Unit Manager
Ron Bassett, Board Services Manager
Jesama Rosensweig, Licensing Supervisor
Renee Bryant, Board Support Supervisor
Linda Pratzner, Board Support Specialist
Carlotta Zito, Board Support Specialist

Approval of the December 14, 2021 Board Meeting Minutes

MOTION: Board Member DeJong made a motion to approve the minutes as written. Board Member Davies seconded. Motion carried.

Set Remainder of 2022 Meeting Dates – May 17 or 24, July 5, September 13 or 20, November 8, 15 or 22

The Board agreed the meetings for the remainder of 2022 will be July 5 and November 8.

Board Business

There was no board business.

Division Business

LP Inspection Process Update – The dispenser and facility inspections will be incorporated under the HVAC inspectors’ responsibilities. Executive Officer John Nielsen is looking at the Propane and Research Council to schedule training for the HVAC inspectors, which he would like completed within the next two months. Chairman Daniels will reach out to a trainer he knows to contact Executive Officer Nielsen.

Financial Update – Executive Officer Nielsen reviewed the Financial Team’s Frequently Asked Questions document. Finance has implemented a new coding structure and is working to sort out eleven different agencies’ monies. At the next board meeting, there will be a financial report for the board members to review.

Investigations, Disciplines and Applications

Complaint Memorandum – Investigations Unit Manager Steve Gorski introduced Monty Conures and John Kersey, both qualified for LPG inspections. Inspector Kersey will be working

a few months to help with the backlog of inspections. The Investigations Unit is transitioning the LPG inspections to be completed by the HVAC inspectors. All investigations will still be conducted by the investigative team.

There were no formal disciplines to review. Investigations Unit Manager Gorski reviewed the complaint memorandum. There have been six complaints and 84 inspections this year.

LPG-2021-5 – The complainant alleges respondent of operating on an expired license. The investigation revealed the facility license had been renewed, therefore, the Division recommends the Board to authorize closure with a warning letter.

LPG-2021-17 – The complainant alleges respondent failed a second inspection. The investigation update revealed on February 23, 2022, the facility was sold to another company. The inspector spoke with a company representative and was advised the new owner will be dismantling the facility and moving all equipment to a new location. The company representative was advised to seek licensure, until the move is completed. The Division recommends the Board to authorize closure without a warning letter.

LPG-2021-19 – The complainant alleges the respondent failed multiple inspections. The inspection revealed the tank and dispenser unit had been removed. The Division recommends the Board authorize closure without a warning letter.

LPG-2021-24 – The complainant alleges the respondent of operating with an expired license. Upon reinspection all deficiencies have been corrected and the license was renewed, therefore, the Division recommends the Board authorize closure with a warning letter.

LPG-2021-39 – The complainant alleges the respondent was operating with an expired license. The inspection revealed that the respondent's license was expired. The respondent subsequently renewed its license; therefore, the Division recommends the Board authorize closure with a warning letter.

LPG-2022-3 – The complainant alleges the respondent failed two inspections but passed the third inspection. The Division recommends the Board authorize closure with a warning letter, reminding the respondent required improvements must be made within 60 days of the first failed inspection.

MOTION: Board Member DeJong made a motion to approve the Division's recommendations and authorize closure for LPG-2021-5; LPG-2021-24; LPG-2021-39; and LPG-2022-3 with warning letters and authorize closure for LPG-2021-17 and LPG-2021-19 without warning letters. Board Member Harris seconded. Motion carried.

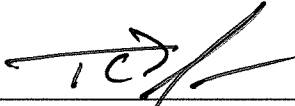
MOTION: Board Member Davies made a motion to approve application PDFA-1522. Board Member Garrett seconded. Motion carried.

MOTION: Board Member Davies made a motion to approve application PDFA-1525. Board Member Garrett seconded. Motion carried.

Adjournment

MOTION: Board Member Davies made a motion to adjourn the meeting. Board Member Harris seconded. Motion carried.

The meeting adjourned at 9:30 a.m.



TOM DANIELS, CHAIRMAN
IDAHO LIQUEFIED PETROLEUM GAS
SAFETY BOARD



JOHN NIELSEN, EXECUTIVE OFFICER
DIVISION OF OCCUPATIONAL AND
PROFESSIONAL LICENSES

7-6-2022

DATE

7-6-2022

DATE

**These minutes are subject to possible corrections and final approval by the Board. 06/30/2022lp*