



State of Idaho
Division of Occupational and Professional Licenses
Idaho Liquefied Petroleum Gas Safety Board

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Draft Minutes of 07/30/2024

Board Members	Tom C. Daniels, Chair	Division	Jessica Spoja, Executive Officer
Present:	Rick J. Harris	Staff:	Jill Randolph, Legal Counsel
	Garrett de Jong		Jesama Rosensweig, Lic. Supv.
	Alan Perry		Erin Einarsson, Board Support Spc.
	Laurie Spencer		

The meeting was called to order at 9:36 AM MT by Chairman Tom C. Daniels.

APPROVAL OF 04/09/2024 and 04/17/2024 MINUTES

A motion was made and seconded to approve the 04/09/2024 and 04/17/2024 minutes as presented. The motion carried unanimously.

DIVISION BUSINESS

Financial Report: Executive Officer (EO) Jessica Spoja presented the Financial Report: Revenues and Expenditures as of May 20, 2024 to the Board. The financial report for the Board shows a significant decrease in expenditures from quarter one to quarter four, particularly due to a re-evaluation of work hour allocations.

BOARD BUSINESS

2024 NFPA 58: IDAPA 24.22.01, Section 004, incorporates by reference the 2017 Edition of the National Fire Protection Association (NFPA) 58. The 2024 NFPA 58 has been released and includes an additional chapter on mobile food trucks. EO Spoja presented the Board with two options for reviewing and incorporating the 2024 NFPA 58 in the rules. As the Board is currently in the Zero-Based Regulations process, they can amend their rules now to incorporate the 2024 NFPA 58 code. The other option is to wait until after the proposed merger with the Heating, Ventilation and Air Conditioning Board is approved and incorporate the 2024 NFPA 58 into the rules for the new board. Chairman Daniels suggested postponing any discussion about the 2024 code until the LPG Board has been provided with the proposed merger draft legislation.

Board Member Alan Perry noted that the incorporation of the 2024 NFPA 58 into the rules is dependent on how it is adopted by the State Fire Marshal's Office and the Building Code. Board Member Perry added that if the Board incorporates the 2024 NFPA 58 into their rules, and those rules are not aligned with the State Fire Marshal's Office and the Building Code, it could create potential conflicts throughout the state. Legal Counsel Jill Randolph agreed and proposed conducting additional research to determine the impact NFPA 58 has across the boards.

Tom Clark, Executive Director for the Rocky Mountain Propane Association (RMPA) commented that the propane industry of Idaho has embraced the 2024 code, and that RMPA is providing the 2024 Code book to each retailer in Idaho. Mr. Clark added that the new chapter on mobile food trucks, from a safety perspective, will have a positive impact on the propane industry. Mr. Clark raised the concern that the rules are outdated because the 2020 NFPA 58 code book was not incorporated and suggested that the 2024 NFPA 58 be adopted as soon as possible.

Zero-Base Regulation (ZBR) IDAPA 24.22.01: EO Spoja provided the latest edition of the redlines to the Board. The following changes were discussed:

- **002 INCORPORATION BY REFERENCE:** DOPL will review the industry standards for the adoption of the 2024 NFPA 58 code and will bring an analysis to the Board for their review at the next board meeting. Mr. Clark commented that the 2024 International Fire Code (IFC) references the 2024 NFPA 58 as the propane code.
- **100 LICENSURE: 100.01.a and b Education and Examination:** Mr. Clark noted that the “Certified Employee Training Program (CETP)” provided by the National Gas Association is being replaced with the “Fundamentals of Propane Training” provided by the Propane Education and Research Council. Mr. Clark suggested adding “or equivalent as approved by the Board” for companies that provide similar training.

Amended Agenda: Due to an administrative oversight, identifying “Zero-Base Regulation (ZBR) IDAPA 24.22.01” as an action item was inadvertently overlooked when creating the agenda. Therefore, acting in good faith, the agenda was revised to include the [Action Item] notation. Pursuant to [Idaho Code § 74-204\(4\)\(b\)](#), a motion was made and seconded to amend the agenda to “Zero-Based Regulation (ZBR) IDAPA 24.22.01[Action Item]”. The motion carried unanimously.

A motion was made and seconded to approve the rules as presented and to go proposed. The motion carried unanimously.

EXECUTIVE SESSION – APPLICATION(S)

Motion to Enter into Executive Session: A motion was made and seconded for the Board to enter executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law, Idaho Code § 74-106(9). The purpose of the executive session is to discuss documents relating to the fitness of a licensee to obtain or retain a license or registration. Roll call: Chairman Daniels-Aye, Board Member de Jong-Aye, Board Member Harris-Aye, Board Member Perry-Aye, and Board Member Spencer-Aye. The motion carried unanimously.

Motion to Exit Executive Session: A motion was made and seconded to exit executive session. The motion carried unanimously.

MOTION(S) RESULTING FROM THE EXECUTIVE SESSION

Motion(s) re: Application(s): A motion was made and seconded to approve, pending receipt of requested documentation, application PDF#1647. Board Member de Jong-aye, Board Member

Perry-aye, and Board Member Spencer-aye. Chairman Daniels-nay, and Board Member Harris-nay. The motion carried.

A motion was made and seconded to approve application PDFA-1710. Chairman Daniels recused himself. The motion carried.

A motion was made and seconded to approve application PLFA-1717. The motion carried unanimously.

A motion was made and seconded to approve, pending receipt of requested documentation, applications PLFA-1662 and PLFA1666. The motion carried unanimously.

ADJOURNMENT

There being no further business, the meeting adjourned at 11:02 AM.