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

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Minutes of 05/19/2026

Board Members Present:	Tom Daniels, Chair Rick Harris Laurie Spencer Alan Perry	**Division Staff Present:**	Amy Lorenzo, Bureau Chief Janice Beller, Legal Counsel Mike Paschall, HVAC/LPG Prog. Mngr Ryan Allstott, Licensing Supervisor Charlotte Kovac, Board Support Spc.

The meeting was called to order at 9:02 AM MT by Chair Tom Daniels.

Approval of 01/07/2026 Minutes:
A motion was made and seconded to approve the January 7, 2026, meeting minutes. The motion carried unanimously.

DIVISION BUSINESS
Financial Report: Bureau Chief (BC) Lorenzo presented the Fiscal Year 2026, Quarter 3 Financial Report.

Legislative Update: BC Lorenzo provided an update to legislation impacting DOPL and the Board. The Liquefied Petroleum Gas Safety Board proposed rule change for a licensure fee increase was approved. Executive Agency Legislation for Universal Discipline presented as House Bill 703 was passed and will go into effect on July 1, 2026.

BOARD BUSINESS
RMPA 2026 Spring Conference Share Out: Chair Daniels spoke on trainings presented at the conference such as homeland security surrounding the industry. BC Lorenzo expressed the positive impact of attending the conference and establishing an understanding of the needs of the industry.

License Base Report: The License Base Report, including the total count for each license type as well as breakdowns showing newly issued, renewed, expired and lapsed licenses, was presented by Licensing Supervisor (LS) Allstott. LS Allstott reported a 60% increase in renewals and a 25% increase to new licenses issued since January 2026. Lapsed licenses decreased by 11%, resulting in a higher active license count. Chair Daniels asked for clarification regarding the time frame under which a lapsed license becomes expired, and LS Allstott explained that a lapsed license will be deemed expired after a period of five years.

Inspections Report: BC Lorenzo discussed the potential need for modifications to the enforcement procedures and authority to ensure compliance. Specialized training courses have been identified for DOPL inspectors from the International Code Council and the National Fire

Protection Association to promote compliance and consistency. BC Lorenzo and HVAC/LPG Manager Paschall suggested that informing licensees of the requirements between agencies such as DOPL and Weights & Measures would lower the lapsed license count and improve industry adherence.

Public Comment: There were no public comments.

EXECUTIVE SESSION
A motion was made and seconded 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 was to discuss documents relating to the fitness of a licensee to obtain or retain a license or registration. Roll call: Chair Daniels – 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.

The Board took no action resulting from its executive session discussion.

ADJOURNMENT
There being no further business, the meeting was adjourned at 10:40 AM.