

Liquefied Petroleum Gas Commission (LPGC)
Wednesday, August 23, 2023
10:00 A.M.
7919 Independence Blvd. Baton Rouge, LA 70806 – Room 3000

Members Present:

Chairman Ira Cleveland
Commissioner Todd Thompson
Commissioner Dominique Monlezun
Commissioner Ricky Lee Cleveland

Also present:

Executive Director Don Robin
LTC Jody Hasselbeck
Attorney Gail Holland
Various Industry representatives

Action Taken:

- I. Called to Order at 10:00 A.M.
- II. Roll Call
- III. Public Comments
- IV. Approval of the minutes from June 28, 2023
- V. New Business
 1. LPGC reports
 - a. Statistical report for June/July 2023
 - b. Accounting total reports for June 2022/June 2023 and July 2022/July 2023
 - c. Year to date comparisons for 2022/2023
 - d. Fire and accidents reports for June/July 2023
 - e. Compliance audits for June/July 2023
 2. Possible citations for next meeting
 - a. Regular citations – None
 - b. Insurance citations – None
 - c. Permit renewals – Approximately 20; failure to pay permit renewal.
 3. Violations to be heard (if applicable)
 4. Applications to be heard (if applicable)
 - Family Dollar Stores of Louisiana, Inc. change to Family Dollar Stores of Louisiana. LLC – name change – on motion by Commissioner Monlezun, seconded by Commissioner Thompson the name change was granted.
 - Cenla RV – Class 2 - on motion by Commissioner R. Cleveland, seconded by Commissioner Thompson, the permit was granted. Cenla RV – Class 6 on motion by Commissioner Monlezun, seconded by Commissioner R. Cleveland the permit was granted.
 - Jake's Plumbing & Septic Systems LLC– Class 2 – on motion by Commissioner Thompson, seconded by Commissioner Monlezun the permit was granted.
 - Murphy's Feed & Hardware – Class 6 – on motion by Commissioner Thompson, seconded by Commissioner R. Cleveland the permit was postponed.

- Range Avenue Inspection Class 6 – 10166 Hwy. 190 Walker, LA 70726 & 1721 S. Range Ave. Denham Springs, LA 70726 -on motion by Commissioner Thompson, seconded by Commissioner Cleveland the permits was granted.
 - Landmark'd LLC – Class 6 – on motion by Commissioner Monlezun, seconded by Commissioner R. Cleveland the permit was postponed.
 - B & D Propane – on motion by Commissioner Thompson, seconded by Commissioner R. Cleveland the permit was granted.
 - Hubert Hulin Lumberyard and Hardware LLC & Bayouside Seafood Inc. - 6X – on motion by Commissioner Monlezun, seconded by Commissioner Thompson the permits were granted.
5. Market Development business
 - a. Public discussion on Event Coordinator contract and payment/services – Attorney Gail Holland reminded the Commission that payments will be rendered after the internal audit has been completed.
 - b. 2023 propane related contract balances – a handout was provided with the remaining contract balances. Approximately \$71, 487.01 is encumbered.
 - c. Chase bank reconciliation as of July 12, 2023: \$143,178.01.
 6. Office of Legal Affairs representative (if applicable) – Attorney Holland informed the Commission that Don Robin was sworn in as Executive Director and he was sent an electronic copy of the Governmental Ethics Laws and Open meeting laws.
 7. Open discussion by Chairman and/or Interim Executive Director – Chairman Cleveland welcomed and introduced Colonel Lamar Davis and Don Robin.
 8. Tentative meeting date – September 20, 2023 – Baton Rouge, LA – on motion by Commissioner Monlezun, seconded by Commissioner R. Cleveland the September meeting date was changed from September 27th to September 20th.
 9. Commission/Industry/Advisory Board communication – Randy Hayden – Louisiana Propane Gas Association (LPGA) approached to the Commission. Hayden mentioned to the Commission about East Baton Rouge (EBR) Transportation issue and stated none of the issues are propane related. He also addressed the concerns about greenhouse gas. According to Hayden, propane is not a greenhouse gas. Hayden inquired about the MDF balance and possible surplus. He also inquired about any changes to the assessments. Commissioner Thompson stated the information will be provided as given. Hayden would like to make the Industry aware of any changes to the assessment fees. Hayden also informed the Commission about upcoming trainings in September that will be facilitated by Ralph Poole. Colonel Davis asked if the trainings impact the Commission financially. According to Hayden, the training costs are covered nationally. Training discussions continued. Artie Cole stated that some major companies provide their own training. Hayden would like to see the Commission regulate training. Colonel Davis provided feedback on the topic of training. Inspector Stan Thomas provided an update regarding the 157 school buses he inspected with EBR. Thomas would like to get Hayden in contact with someone with EBR regarding the school buses. Artie Cole approached the Commission. He also inquired about the remaining market development balances and outstanding balances. The balance and a handout was provided to him. More updates will be provided next month. Cole asked about the Event Coordinator contract and Hometown Productions contact. He was reminded that the Event Coordinator contract can't be paid until the internal audit is completed. Hometown Productions contract has to be resubmitted to the Office of Procurement for payment. Cole also stated that he has asked FerrellGas to keep him as the point of contact for permit renewal payments to avoid the late fee assessments but he hasn't received the checks or documents in time from the corporate office previously. Hayden asked about the timeframe for the advisory board to be included on the

agenda. Attorney Holland stated within 24 hours prior to the meeting. Colonel Davis interjected and said the Chairman ultimately decides if an item is included on the agenda. Cole inquired about using the State Police conference room. LTC Hassellbeck will provide Cole with a point of contact to use the meeting room for an advisory board meeting. Colonel Davis extended his thanks to the Commission and briefly addressed the Commission. Colonel Davis said it is important to be prudent in everything that we do when conducting the business of the Commission. Doing things the right way for the citizens is most important. According to Colonel Davis, every agency is subjected to an audit. An audit is important to find out gaps and problems. Colonel Davis said he initiated and facilitated the audit in order to make the necessary changes. He is committed to doing the very best and asked for support of the changes to be the best. Cole provided his feedback and stated the Industry has the necessary resources. Cole also asked about a plan for hurricanes. Chairman Cleveland said a letter was sent to all the dealers regarding any natural disasters to get their plans. As a result, Robin has received several responses. Colonel Davis mentioned the Emergency Service Functions and has suggested that Robin meet with his Governor's Office of Homeland Security & Emergency Preparedness (GOHSEP) counterparts. A discussion regarding emergency responses and communication continued.

10. Adjournment - On motion by Commissioner Thompson, seconded by Commissioner R. Cleveland the meeting was adjourned.