

Liquefied Petroleum Gas Commission (LPGC)
Wednesday, December 20, 2023
1:00 P.M.
Church Street Inn – 120 Church Street Natchitoches, LA 71457

Members Present:

Chairman Ira Cleveland
Commissioner Dominique Monlezun
Commissioner Ricky L. Cleveland
Commissioner Todd Thompson
LTC Jody Hasselbeck

Also present:

Executive Director Don Robin
Attorney Gail Holland
Attorney Steven Stockstill
Various Industry representatives

Action Taken:

- I. Called to Order at 1:00 P.M.**
- II. Roll Call**
- III. Public Comments**
 - On behalf of the Louisiana Propane Gas Association, Randy Hayden introduced Miss Louisiana Makenzie Scroggs. She is planning to compete in the Miss USA competition in January.
- IV. Approval of the minutes from November 29, 2023** – On motion by Commissioner Thompson, seconded by Commissioner R. Cleveland, minutes approved.
- V. New Business**
 - 1. LPGC reports**
 - a. Statistical report for November 2023
 - b. Detailed appropriation report recap for November 2023
 - c. Accounting total reports for November 2022/November 2023
 - d. Fire and accidents reports for November 2023
 - e. Compliance audits for November 2023
 - 2. Possible citations for next meeting**
 - a. Regular citations – None
 - b. Insurance citations – None
 - c. Permit renewals – None
 - 3. Applications heard:**

The following applicants applied for a Class 6X permit:

- **Davis Seafood and Meats – 515 Boscoe Highway Church Point, LA 70525**
 - **Jett Express – 5043 Veteran Memorial Hwy. Mamou, LA 70554** – On motion by Commissioner Monlezun seconded by Commissioner R. Cleveland, the permits were approved.
- 4. Violations – No violations for the month of December.**
 - 5. Market Development business**
 - a. Chase bank reconciliation as of December 6, 2023: **\$512,277.62** - approximately \$49,000 is encumbered.

6. **Office of Legal Affairs representative** – Attorney Holland did not have any current updates.
7. **Open discussion by Chairman and/or Interim Executive Director** – Chairman Cleveland informed the Commission that all ballots have been collected for the Commissioners and the names will be forwarded to the Governor's office.
8. **Tentative meeting date** – January 24, 2024 – Baton Rouge, LA - On motion by Commissioner Thompson, seconded by Commissioner R. Cleveland the meeting date was changed from January 17th to the 24th, all agreed.
9. **Commission/Industry/Advisory Board communication** – On behalf of the Liquefied Petroleum Advisory Board, Artie Cole approached the Commission. He informed the Commission that the Advisory Board recently held a meeting. During that meeting, the minutes were recorded with six members present and six members absent. The following proposals were presented to the Commission for their approval:
 1. *Miss Louisiana sponsorship* - \$20,000
 2. *Miss Louisiana travel budget* - \$5,000
 3. *LPGA Event Coordinator contract* - \$49,000
 4. *Production of radio/tv/print ads* - \$10,000
 5. *Materials and promotional items* - \$10,000
 6. *La School Board Association annual meeting* - \$2,500 (actual \$1,500)
 7. *La Homebuilders statewide campaign* - \$10,000
 8. *Local Homebuilder shows:*
 - *Houma – April 20-21* - \$1,500
 - *Alexandria/Pineville – March 14-15* - \$1,500
 - *Lake Charles – no date set* - \$1,500
 - *New Orleans – March 1-3* - \$1,500
 - *Northshore/Lacombe – no date set* - \$1,500
 - *Northwest/Shreveport – Jan. 19-21* - \$1,500
 9. *LAMAR digital billboard campaign – 4-6 weeks in the following markets:*
 - *Shreveport 16 possible locations* - \$10,000
 - *Northwest La 6 possible locations* - \$20,000
 - *Lake Charles 5 possible locations* - \$10,000
 - *Alexandria 10 possible locations* - \$10,000
 - *Hammond/Northshore 9 possible locations* – \$10,000
 - *Lafayette 31 possible locations* - \$10,000
 - *Monroe 4 possible locations* \$30,000
 10. *Southland Conference* : \$30,000
 11. *La Radio Network*
 12. *Ag Network Sponsorship* \$10,500
 13. *Two-month radio campaign* \$15,000
 14. *Three month billboard campaign* \$25,000
 15. *Tiger Rag Online and Print* \$5,000
 16. *Zurich Classic* \$40,000
 17. *La Sports Hall of Fame* - \$20,000
 18. *Bayou Wild Tv/Radio program* - \$20,000
 19. *Northshore Media* - \$10,000
 20. *Digital and social media* - \$25,000
 21. *Website maintenance* - \$2,400
 22. *Storage facility rental for training and promotional materials* - \$3,000

Total - \$420,700.00

Chairman Cleveland thanked Artie Cole for his presentation. As a reminder, Chairman Cleveland said the Commission has to approve the proposals recommended by the Advisory Board. Attorney Holland asked for clarification because the handout read proposals. Artie Cole stated the items listed are proposals with contracts for review. According to Randy Hayden they have some contracts on hand and currently nobody has entered into any contracts. Attorney Holland provided information regarding the template that state contracts utilize. There was an ongoing discussion about the information provided. Hayden stated that they are asking the Commission to approve the budgeted amount so that they are able to return to the companies to request for a contract. According to Hayden, they have missed none months of promotions. Attorney Holland reminded Hayden that that advisory board is responsible for making recommendations for the Commission to approve. LTC Hasselbeck asked for more time to review the recommendations before voting to approve any proposals. On motion by Commissioner R. Cleveland, seconded by Commissioner Thompson, approval of the recommendations was postponed until the next meeting, all agreed. Randy Hayden asked for clarification on what exactly does the Commission need in order to approve the recommendations. Attorney Holland explained that the Commission needed more time to research the recommendations in order to make an informed decision. Chairman Cleveland believes an executive session may be necessary or the recommendations can be added to the agenda for the next meeting. The conversation continued regarding the way the recommendations have been presented to the Commission. Chairman Cleveland requested to see the contracts for the next meeting. Commissioner Monlezun asked if an additional meeting could be held prior to the meeting in January in order to eliminate any delays. According to Attorney Holland, an additional meeting can be held prior to the next meeting. Chairman Cleveland proposed a meeting the first week in January. LTC Hasselbeck would like more time to review each proposal before making a decision. Attorney Holland asked if Hayden could leave the contracts with Chairman Cleveland for his review. Hayden said, yes. LTC Hasselbeck believes it is unreasonable to make any decisions without any research. There was a discussion about a meeting to discuss the recommendations. Chairman Cleveland will call the next meeting at a later time. A discussion was had regarding two-day meetings. Attorney Holland informed the Commission to set an agenda before deciding to conduct two-day meetings. Hayden stated that he would ask the vendors to provide a contract or a one-page explanation. According to him, production for radio and TV will not provide a contract until there is an approval. The discussion continued regarding the recommendations and contracts. Chairman Cleveland reminded Hayden that we have several changes with new Administration. Hayden thanked the Commission for collecting the ballots and sending the names to the Governor's office.

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