



LIQUEFIED PETROLEUM GAS BOARD REGULAR MEETING
2501 N LINCOLN BLVD, SUITE 218, OKLAHOMA CITY, OK 73105
July 9, 2024, 10:00 A.M.
AGENDA

1. Call to order and roll call to establish a quorum — Troy Earnheart, Chairman.
2. Announcement of the meeting filed with the Secretary of State and the agenda posted in accordance with the Open Meeting Act.
3. Announcement of board appointments effective July 1, 2024.
 - Joshua Pearson - appointed to the Northwest District seat until June 30, 2028.
 - Matthew Burba – appointed to the Southwest District seat until June 30, 2028.
4. Possible discussion, revision, and vote to approve minutes from the April 9, 2024, public meeting.
5. Discussion and Report from the Oklahoma Propane Gas Association – Kris Sanders, OPGA Executive Director.
6. Discussion and possible action to approve test applicants for permits who achieved a passing score of at least 80% on examinations taken on July 5, 2024.
7. Administrator’s report – Chandra Heitzinger. The Board may have discussion and take possible action on these items:
 - Financial report;
 - Operations report;
 - 2024 Permanent Rules update;
 - Accident report – Nicholas Nadeau, Deputy Administrator
8. Discussion and possible action to set a date, time, and location for the next public meeting.
9. Discussion and possible action for out-of-state travel per the Governor’s Executive Order 2023-12.
 - 2025 Southeastern Propane Expo - South Carolina, April 2025
 - Mid-States Propane Conference – Location and date TBD
10. Discussion and possible action regarding “specified training” as used in O.A.C. 420:10-1-5(12)(B).
11. Discussion and possible action regarding annual board elections:
 - Chairman
 - Vice Chairman
12. Discussion and possible action to create and assign committee members, effective July 1, 2024, through June 30, 2025.
 - Safety Training Committee
 - Rule Committee

13. Discussion and possible action regarding the Administration's current regulation standards and enforcement related to internal valves on propane storage tanks.
14. Proposed Executive Session pursuant to Title 25 O.S. § 307(B)(1) for discussion and possible action on employment, hiring, appointment, promotion, disciplining, resignation, changes to existing salaries, or setting salary ranges for the Administrator, Chandra Heitzinger; Deputy Administrator, Nicholas Nadeau; Safety Code Enforcement Officer - Level II, Greg Counts, Kevin Huddleston, Coletta Peyton; and Safety Code Enforcement Officer -Level I, vacant position.
 - a. Vote to enter Executive Session
 - b. Exit Executive Session and vote to enter open session
 - c. Vote on items discussed in Executive Session
15. Discussion and possible action regarding Class 1 Dealers without sufficient Class 10 coverage.
16. Discussion and possible action regarding potential testing and training requirements for Class IV, IV-D, and VI-A Permit Holders as provided in O.A.C. 420:10-1-16(b).
17. Public comment – The Board allows for member of the public to comment on items of business before the Board and properly noticed in the posted agenda. Each speaker is limited to three (3) minutes. Cumulatively, public comment shall not exceed thirty (15) minutes.
18. New business which could not have been reasonably foreseen prior to posting of meeting agenda, per 25 O.S., § 311(A)(10).
19. Adjournment.

NOTE: The Board may, at its discretion, discuss, vote to approve, vote to disapprove, vote to table, change the sequence of any agenda item, or choose not to take up any item on the agenda.