On May 2nd, our association will have our day at the Statehouse in Columbus. This event provides us with a great opportunity to meet with the State Representatives and Senators that can pass laws that directly impact the propane industry in Ohio. If you think that your voice isn't heard or that legislators aren't interested in what you have to say, I would ask you if natural gas expansion is a concern for you? Or, would the elimination of sales tax on propane be of interest to you? What will the proposed changes to the sales tax and income tax have on your business? Last week, I was in Columbus and had the opportunity to visit with state lawmakers, and these are all questions that I was asked.

Legislators are looking to make our state better and they want to hear from all of us. May 2nd is our chance to let our legislators know where we stand on these, and other, important issues. Here are a few action steps that you can take to make sure your voice is heard:

1. Make plans to attend the OPGA Day at the Statehouse & Membership Meeting. Registration is available at www.ohiopropanegas.org.

2. Encourage employees or co-workers to attend as well. Our voices are stronger as one industry.

3. Set up meetings with your State Representatives and State Senators. If you need assistance, please contact the OPGA office and we will gladly help.

The OPGA Day at the Statehouse is also a great opportunity to tell those legislators “thank you” for what they’ve done for the propane industry in Ohio. A couple examples are: propane was removed from the changes to the motor fuel excise tax which would have charged motor fuel tax on all loads, at the rack, instead of the point of delivery; legislation is being introduced that would promote the conversion to propane vehicles; and propane was separated from fuel oil with the Petroleum Activity Tax, which saved Ohio retailers thousands of dollars per year.

This is our chance to make a difference. I look forward to seeing all of you on May 2nd.
Quarterly Membership Meeting & Day at the Statehouse
May 1-2, 2017 | Renaissance Columbus Downtown Hotel

Schedule

Monday, May 1
4:00 p.m.-6:00 p.m.
OPGA Board of Directors Meeting

Tuesday, May 2
7:00 a.m.-8:30 a.m.
Past President's Breakfast
8:30 a.m.-9:30 a.m.
OPGA Committee Meetings
9:30 a.m.-12:00 p.m.
Statehouse Visits
12:00 p.m.-12:30 p.m.
Lunch
12:30 p.m.-2:30 p.m.
OPGA Membership Meeting
2:30 p.m.-4:30 pm
Statehouse Visits Continue

Statehouse Visits
Schedule a meeting with your Representative or Senator (or their legislative aides). OPGA will provide brochures and other information promoting propane to leave with the legislators.

If you do not know who your legislators are, you can search for them using your zip code at: https://www.legislature.ohio.gov/legislators/find-my-legislators.

So that we may coordinate the visits, please contact the OPGA office at opga@kdafirm.com with the time and the name of the legislator(s) scheduled.

Location & Hotel Accommodations
Renaissance Columbus Downtown Hotel
50 N. 3rd Street
Columbus, OH 43215
614-228-5050

The Renaissance Columbus Downtown Hotel is offering a special rate of $151 for reservations made by April 24, 2017.

Registration
The registration fee to attend is $50 for registrations received by April 24. A $20 fee will be added to all registrations received after April 24. Register online at www.ohiopropanegas.org.
A future item we will be looking for is Senator O’Brien’s plan to reintroduce Propane, CNG and LNG vehicle conversion legislation. The legislation calls for tax incentives and grant programs for entities that buy or convert vehicles to run on the aforementioned fuels. It allows a credit against the income or commercial activity tax for the purchase or conversion of an alternative fuel vehicle, to temporarily reduce the amount of sales tax due on the purchase or lease of a qualifying electric vehicle by up to $500. The credit is available for vehicles purchased or converted within 60 months of the effective date of the bill. The legislation calls for $16 million per year grant under the gaseous fuels vehicle conversion fund, administered by the Ohio EPA, to lower costs to acquire vehicles for nonprofit corporations, public transportation systems, school districts and public fleets. }
DOT HALTS 10-YEAR CYLINDER REQUALIFICATION ENFORCEMENT

NPGA has received formal notice from the Pipeline and Hazardous Materials Safety Administration (PHMSA) of the Department of Transportation (DOT) that the agency will not take enforcement action against the requalification of DOT-specification cylinders by volumetric testing according to a 12-year period, as previously authorized in 49 CFR 180.209(e). PHMSA will allow either a 12 or 10 year requalification period for volumetric expansion testing while the agency reviews NPGA’s Petition to return the cylinder requalification period to 12 years. A copy of the Enforcement Notification is available through the membership portal of the NPGA website. Members are encouraged to retain a copy of the notice.

NPGA argued for PHMSA to halt enforcement of the change in the requalification period and challenged the validity of the rulemaking that reduced the requalification period to 10 years. PHMSA formally accepted NPGA’s Petition for Rulemaking to return the cylinder requalification period to 12 years, in conjunction with the Enforcement Notice, and in doing so, the agency’s action initiates the rulemaking process; it is not a final rule. The next step in the rulemaking process is publication of the rulemaking in the Federal Register.

As we reported previously, as part of a broader rulemaking, PHMSA changed 49 CFR 180.209(e) to reduce the initial requalification period for DOT cylinders following volumetric expansion testing from 12 years to 10 years and to increase the timeframe for requalification following a proof pressure test from 7 years to 10 years. Nowhere, in either the proposed rule or final rule, did PHMSA provide any rationale or substantiation for the changes or address them in any form.

In response, NPGA aggressively pursued this issue with PHMSA and engaged the support of members of Congress as well as prepared legal measures in order to secure a correction to this substantive, yet unjustified change to industry practice. NPGA continues to communicate with PHMSA on final correction to return to the 12-year period through the rulemaking process. NPGA will continue to keep you apprised of developments.

IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT MIKE CALDARERA AT MCALDARERA@NPGA.ORG OR SARAH REBOLI AT SREBOLI@NPGA.ORG.
Know Everything
(about your tanks)

TANK LEVEL • LAST FILL • TEMPERATURE • LOCATION • FILL HISTORY • TANK PHOTO
BATTERY LIFE • DELIVERY EFFICIENCY • DAILY AVERAGE USE • DAYS UNTIL EMPTY
LOW LEVEL ALARMS • ALERTS • TANK ACCESS • ULLAGE INVENTORY • CAPACITY • SCHEDULE
STATUS • ADDITIONAL FEATURES

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CLEAN FUELS OHIO REPORT

Over the last several months, the staff at Clean Fuels Ohio have been hard at work on autogas initiatives. Below are a few highlights and upcoming areas of focus.

TARGETED REGIONAL PROPANE AUTOGAS WORKING GROUP MEETINGS

Clean Fuels Ohio (CFO) staff worked with various local governments and other private fleets to host meetings to present information on propane autogas. The CFO presentation focused updating fleet managers on the options and opportunities that fleets have for reducing operational costs, improving efficiency, and minimizing environmental impacts by implementing advanced fuel and vehicle technologies. Though the presentation was framed in overall fuel neutral capacity, particular focus was given to the cost effective and easily implementable propane autogas fuel options. These meetings and presentations were well received, and the attendees were very interested to follow up and learn more about the propane autogas options and deployment grants discussed.

Meetings included:

• Sustainable Cleveland to spearhead a feasibility study focused on implementing alternative fuels and efficiency technologies with fleet partners including the City of Cleveland, Cuyahoga Metropolitan Housing Authority, the Cleveland Airport, and University Circle Inc., the fleet representing Case Western University’s hospital system.
• Lima Area presentation to the City of Lima, Lima Public Transit, and Lima City Schools, Allen County, and ODOT District 2 staff on options for area vehicles to save money and improve environmental performance.
• Delaware County Area presentation to the City of Delaware, Delaware Public Transit, and Delaware City Schools, and Delaware County staff on options for area vehicles to save money and improve environmental performance.
• Ohio State University meeting with OSU Transportation and Traffic Management, Campus Park (OSU private parking contractor), and multiple staff within university focused transportation research and engineering fields to discuss transportation technologies and alternative fuels available for the university. Campus Park in particular is interested in propane vehicles for their service fleet, while OSU remains interested in propane vehicles for their extension campuses and mowing operations.
• Union County Area presentation to Union County Council of Governments including City of Marysville, Union County Public Transit, and Marysville City Schools, and Union County staff on options for area vehicles to save money and improve environmental performance.

MIDWEST GREEN FLEET FORUM & EXPO

For the past two years, Clean Fuels Ohio has partnered with the Ohio Municipal Equipment Maintenance Association (MEMA) to host the Midwest Green Fleets Forum & Expo at the Greater Columbus Convention Center. The event is focused on providing public and private fleet managers and decision makers in-depth educational opportunities focused on how fleets save money and reduce emissions with alternative fuels and efficiency technologies. The event has featured plenary and breakout educational sessions from leading experts, networking receptions with clean transportation stakeholders from across the Midwest, a 50+ technology vendor expo hall, 20+ vehicles in the ride & drive, and educational tours of Ohio alternative fuel vehicle manufacturing facilities. The event itself will take place August 2-4, 2017 at the Hilton Downtown in Columbus. Look for more information about this exciting event coming soon!
MOTHER NATURE THROWS A TANTRUM? 
BRING IT ON.

BRING ON THE ELEMENTS AND YOUR BUSINESS CHALLENGES. TOGETHER, WE SUCCEED.

Weathering storms with a trusted propane partner ensures you and your customers can sleep easy at night, knowing you can both depend on the propane you need to fuel your business and their homes. We invest in reliable supply chains, trusted tools and new innovations to help you manage costs and to help you succeed. The CHS team is as serious about your reputation as we are about ours — built by engaging our customers, rolling up our sleeves and getting in there to help. It’s our relationships that make us strong — even more so in the stormiest of times.

Contact Eric Brandt at 866-839-7145 or eric.brandt@chsinc.com and together, we'll face any storm that comes our way.
Whose Duty Is It to Warn?

By Jerry Schimmel, vice president at P3 Propane Safety

Duty to Warn is an annual risk mitigation process for propane dealers to inform customers of important propane safety information. Educating your customers about the proper use and storage of propane, as well as how to detect warning signs of a gas leak, can significantly reduce the risk of propane-related hazards—reducing your company’s risk. If you’re not sending out this annual communication, who is?

Most insurance providers endorse programs such as Duty to Warn, which reduces a company’s liability and assists marketers in fulfilling their Duty to Warn responsibility. By proactively informing customers, propane marketers who implement this industry best practice provide protection for their customers, protection for their employees, and legal protection for their company should a residential or commercial propane accident occur. Marketers need to recognize the importance of this subject, because it may not only save someone’s life; it may potentially save a significant amount of money due to costly litigation.

Now that we have a better idea of what Duty to Warn is and what it can do for propane marketers, let’s identify how it is typically completed. When questioning propane marketers on how they communicate their Duty to Warn each year, the most common responses are as follows:

1. We do it internally with staff when they have free time or on weekends.
2. We provide this information in welcome packets for new customers.
3. It’s on our safety inspection forms.
4. We include it on our bills/invoices.
5. This information is on our website.
6. We do an annual mailing with a third-party vendor that provides us with verification that it was completed.

It is beneficial from time to time to evaluate your process and ensure you’re communicating to your customers with the most thorough medium and process. Are you unsure of what your annual Duty to Warn communication should include? Industry experts recommend these materials:

**PERC-Designed Scratch and Sniff Brochure**

The brochure, titled “Important Propane Safety Information for You and Your Family,” provides important consumer safety information. The PERC literature includes a scratch and sniff test (mercaptan odor) designed to educate consumers so they can identify the smell of propane. This awareness is one of the most important factors in eliminating propane...
accidents. If your customers can effectively recognize this odor, you can reduce the likelihood of a propane accident.

Informative Letter about Propane Safety
Branded with your company name and contact information, this introductory letter serves as an overview for customers to understand there are risks related to propane use and storage. It also announces the accompanying PERC brochure.

Jurisdictional Pipeline Color Marking Chart (Jurisdictional Accounts Only)
If your company has jurisdictional propane accounts, it is important to inform them of the national 811 service for safe digging near propane pipelines. In letter or brochure form, this information must be communicated twice per calendar year. More information is available at www.call811.com.

Third-Party Certificate of Completion
For your records and for proof of completion for your insurance provider, third-party documentation signifying your Duty to Warn has been mailed is a key part of the process.

After you have completed this Duty to Warn assessment exercise, you will have a better understanding of your current Duty to Warn program and how it may be improved.

Now that you have the information regarding best practices and what materials should be included in your annual Duty to Warn, consider sourcing this process to an outside vendor. A third-party vendor can provide propane marketers with a package that includes a branded, customized safety letter and PERC materials and can mail this package directly to your customers. These independent companies utilize the National Change of Address (NCOA) and the CASS software systems that will correct and standardize addresses, and ensure these addresses are updated, complete and deliverable. As a result, they can also provide you with a third-party verification document that will validate the receipt of those materials sent.

Be recognized as a responsible, customer service oriented propane marketer that puts customer safety first. Train your service technicians, drivers, and office personnel to use each contact with a customer as an opportunity to improve their awareness of propane safety and the necessary precautions. Your insurance company and your customers will appreciate what you do for them!

Jerry Schimmel is vice president at P3 Propane Safety, providing compliance and risk management technology for the propane industry. He can be reached at jerry_schimmel@p3propanesafety.com or 401-481-2281.
The purpose of the Skills Assessment is to combine two important aspects of the CETP Certification process:

- Provide structured on-the-job training for the LP-Gas employee under the direction of an experienced and qualified skills evaluator
- Standardize conditions under which the employee demonstrates his/her performance of tasks that meet the requirements of the Certified Employee Training Program.

The Skills Assessment is designed to document the employee’s on-the-job training experience and ability to perform job-related tasks. Once the candidate has passed the CETP Certification exam, they should review the Skills Assessment instructions with a qualified skills evaluator.

WHO IS A SKILLS EVALUATOR?

A Skills Evaluator may be a propane company manager or supervisor, or a contracted training consultant. All Skills Evaluators should meet the following criteria:

- Have an understanding of the CETP instructional material and the proper procedures for performing the tasks listed in the skills assessment evaluation packet
- Be familiar with the propane company’s policies and procedures
- Have the ability to direct the candidate in describing each task as it is performed
- Have the ability to ask candidates leading questions involving difficult operating conditions or abnormal scenarios, and use methods to ensure the candidate can demonstrate required skills and applied knowledge criteria on the job
- Ensure the candidate properly applies company-required safety measures while performing the skills
- Understand which of the skills are designated as optional and which are not required (N/A) under the candidate’s job description and duties
- Complete the documentation of the skills assessment, to include signing the affidavit form, making a copy of Section IV: CETP Performance Evaluation/Employer Record for the employee file, and then mailing the originals to the testing center below - within 12 months of passing the exam.

IF YOU HAVE ANY QUESTIONS, YOU CAN CONTACT ITS (BELOW). YOU SHOULD ALSO FORWARD ORIGINALS OF ALL SKILL ASSESSMENTS TO ITS AT: INDUSTRIAL TRAINING SERVICES, INC., 310 CC LOWRY DRIVE, MURRAY, KY 42071, PHONE: 270-753-2150, FAX: 270-753-9807.

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The PRO-Vend 2000 offers a superior system for tracking and reporting your fleet’s propane fuel usage.

- All-inclusive
- Simple
- Touch screen
- Customizable
- Secure
- Web-based
The 2017 CETP Training season is fast approaching and I have been researching, reviewing, and prepping materials for the classroom, there sure is a lot of material to sort through. To date we are offering 12 different classes this year.

Joe Spiller was an awesome instructor, probably without a doubt the best we have ever had to teach training in Ohio, I sure have had a few anxious times wondering if I can only be half as good as Joe, sure left some big shoes to fill.

My hope is that you, the members of the Ohio Propane Gas Association, will be patient and allow me some time to settle in and tweak the training programs to keep them interesting, understandable, and that the students will be able to remember the important parts.

I offer up to you this deal, if you only believe half of what your employees tell you happened in a training class, I will only believe one fourth what they tell me happens at the workplace.

Keeping the members of the Ohio Propane Gas Association and their employees well trained, educated, and safe is my goal, and this is my belief; Safety culture is the attitude, beliefs, perceptions and values that employees share in relation to safety in the workplace.

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**UPCOMING CETP 2017 TRAINING SEASON**

BY BOB HERRON, LEAD INSTRUCTOR
SAFETY, TRAINING, AND MORE LLC

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You’re invited to the WIP Leadership Forum at the Expo featuring the highly effective DISC® method for male and female managers and staff. Expert trainers will help make an immediate impact in your workplace.

**Friday, April 21, 2017**
**9:00am – 3:15pm**
**Music City Center, Nashville**

**PACKAGE PRICE**
$175 (includes online assessment, day-long training, boxed lunch, and beverages onsite)

**CONTACT**
wip@npga.org

**REGISTRATION**
www.npgaexpo.org

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**KNOWLEDGE IS POWER**

*An investment in knowledge always pays the best dividends!* Join the propane industry’s mentor network as a mentor or mentee and achieve the benefits of shared knowledge, expertise and experience.

**Live training on April 20, Music City Center, Nashville.** 6-month course runs from April through September.

$250 for mentees (includes onsite training in Nashville or webinar training and six months of one-on-one phone/Skype meetings with qualified, volunteer mentor). Open to male and female participants.

**CONTACT AND REGISTRATION**
KnowledgeExchange@npga.org

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BWC PROPOSES ANOTHER $1 BILLION WORKERS’ COMPENSATION REBATE

Each year, the Ohio Bureau of Workers’ Compensation helps nearly 250,000 employers protect their employees. The premiums paid by Ohio’s businesses and public employers help provide safety services to reduce workplace incidents and care to get injured workers back to work and back to life. An improving safety climate, good fiscal management and better than expected investment returns have resulted in the State Insurance Fund having a net position of more than $9 billion. So, for the third time in four years, BWC is poised to return more than $1 billion dollars to Ohio’s private and public employers. Combined with nearly 30 percent in average rate cuts and $3 billion in previous rebates and credits, this rebate would mean BWC will have helped return more than $6 billion to Ohio’s economy.

WHAT DOES THE PROPOSAL INCLUDE?

BWC is proposing a one-time rebate of approximately $1 billion for private employers and public-taxing districts. This includes an estimated $967 million to private employers and $133 million to public employer taxing districts. In total more than 200,000 employers will receive rebates.

BWC is also considering an additional, significant investment in workplace wellness and safety. BWC has begun developing ideas to support this request and expects a proposal in April that will help significantly reduce workplace injuries.

To become effective, the proposal must go to the BWC Board of Directors for a first read on March 15, and then must have a second read and be approved by its board on April 28.

HOW MUCH WILL EMPLOYERS RECEIVE AND WHEN?

If approved at the board’s April 28 meeting, most rebates would equal 66% of the employer’s premium for the policy year ending June 30, 2016 (calendar year 2015 for public employers). If approved, BWC expects to begin sending checks in early July.

Private employers in the group-remo program will have their rebate amount calculated and paid following the 12-month premium calculation scheduled to occur in October 2017.

WHO IS ELIGIBLE FOR THE REBATE?

Both private employers and public employer taxing districts that pay into the State Insurance Fund are eligible for the rebate. Details of eligibility will be posted to bwc.ohio.gov in the near future, but generally the employer must have been billed premium

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- Propane Parts & Equipment
- Heating Equipment
- Cylinder Dispensing Cabinets

IPS Industrial Propane Service Inc.
- Propane Plant Design, Construction & Service
- Plant Inspections, Maintenance & Training
- Propane Bobtail Service & Testing
- Propane Bobtail Onsite Testing available
- Crane Trucks
- Autogas Dispensing Systems

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for the policy year ending June 30, 2016 (Dec. 31, 2015 for public employers), and be current in meeting their policy requirements. Employers with an outstanding BWC balance will have their rebate first applied to that balance. Employers that report through a Professional Employer Organization should receive their rebate from their PEO, which is required to pass a portion of the rebate on to their members.

HOW IS IT POSSIBLE THAT BWC HAS $1 BILLION TO PROVIDE REBATES?

Despite a nearly 30 percent reduction in rates since 2011, the net position of BWC continues to grow. The State Insurance Fund’s net position stands at $9.6 billion as of Jan. 31. This is primarily due to strong investment returns. Annualized return of investments was 7 percent over the last three fiscal years, including a total net return of 5.8 percent in FY2016. BWC’s expected annual investment return is four percent. Prudent fiscal management and declining claims also factor into BWC’s financial strength.

WILL THIS IMPACT BWC’S ABILITY TO OPERATE AS NORMAL AND CONTINUE TO CARE FOR INJURED WORKERS?

No. Investments have performed so well, that even with the $1 billion rebate, BWC’s finances will remain very strong, so operations will continue as normal and injured workers will continue to receive the care they need to heal and return to work. In fact, we are developing a proposal to invest a significant amount into worker safety and wellness, which should benefit Ohio workers by further reducing workplace injuries. After the rebate, BWC will still have a net position of $8.5 billion.

WHAT ELSE HAS BWC DONE TO HELP OHIO BUSINESSES?

Since the beginning of 2011, BWC has saved Ohio businesses $4.8 billion through rebates, credits and rate reductions. That includes:

• Giving rebates of $1 billion in 2013 and another $1 billion in 2014.
• Providing $1.2 billion in credits to transition to a modern billing system at no cost to employers.
• Reducing rates for private employers an average of 28.2%. That means BWC collected $1.7 billion less from employers than had 2010 rates remained steady.
• Reducing rates for public employers an average of 29.6%, or $334 million less than had 2010 rates remained steady.
• Moving from the state with the third highest private employer rates in the country in 2008 to the 11th lowest.

The purpose of the Ohio Propane Gas Association Scholarship is to foster education, to be of increased service to all Association members, to enhance the public image of the propane industry, and to provide financial assistance to selected individuals who are seeking education beyond high school.

STANDARDS
The following standards will apply to all OPGA Scholarship funds applicants:

• Applicants must be high school seniors or undergraduate students.

• Applicants must be a dependent child of an employee of a member of the Ohio Propane Gas Association. The parent’s work must be directly related to the propane industry. The OPGA member must be in good standing with the Ohio Propane Gas Association.

• Applicants must be full time residents of the State of Ohio.

• Applicants must be registered to attend an accredited college, university, or vocational school for the purpose of obtaining an academic degree.

• Applicants who have completed one or more college terms must submit grade point average for the most recent term completed.

• Distribution of scholarship funds will be made directly to the recipient’s college, university, or vocational school.

• The Committee is committed to award a maximum of two $1,000 Scholarships at the 2017 Ohio Propane Gas Association Summer Meeting August 6-8, 2017 at The Lodge at Geneva-on-the-Lake in Geneva-on-the-Lake, Ohio. Recipient will also receive a one room/night complimentary accommodations (if needed) and dinner for self and two guests. Award winners’ attendance is mandatory at the banquet that will be held the evening of August 7, 2017.

• Application deadline is April 28, 2017. Application must be RECEIVED in the OPGA office by this date.

• The OPGA Scholarship Committee strives to assist as many young scholars as possible. Past scholarship recipients are not eligible to receive the award again.

REQUIREMENTS
Applications MUST include the following:

1. Letters of Recommendation — Three letters are required. The letters may be from references above.

2. School Transcript — a complete official school transcript from last grade completed (High School or College) must be included with this application.

3. Essay — 500 words or less stating why you deserve to be considered for this Scholarship. Your reasons may include but are not necessarily limited to the following criteria:
   a. Past academic achievement
   b. How you have demonstrated initiative and responsibility
   c. How you have demonstrated consistent effort and performance
   d. Financial need
   e. Extracurricular activities and interests
   f. Volunteer activities
   g. Awards and Honors received

4. Resume — list any Academic Achievements, job experiences, Volunteer Activities, Extracurricular Activities, Awards and Honors you have received or participated in.

Applications, including three letters of recommendations, school transcript, essay, and job experience/resume should be mailed to:
OPGA Scholarship Application • 605 N. High Street, #214 • Columbus, OH 43215
OPGA SCHOLARSHIP APPLICATION
DEADLINE FOR SUBMISSION: APRIL 28, 2017
Page 1 of 2

Name of Applicant

Mailing Address

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You must be a **dependant child** of an employee of a member company of the Ohio Propane Gas Association to receive this scholarship.

Name of Parent Number of Years in Propane Industry

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President/Manager Name

President/Manager Email

President/Manager Signature Date

Please list three teachers, counselors, work supervisors and/or employers who can comment on your potential for succeeding in your planned educational experience.

1. Name of Reference

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Email
Applications MUST include the following:

1. **Letters of Recommendation** — Three letters are required. The letters may be from references above.
2. **School Transcript** — a complete official school transcript from last grade completed (High School or College) must be included with this application.
3. **Essay** — 500 words or less stating why you deserve to be considered for this Scholarship.
4. **Resume** — list any Academic Achievements, job experiences, Volunteer Activities, Extracurricular Activities, Awards and Honors you have received or participated in.

The information supplied above is for use in applying for the Scholarship offered. All information herewith is true and accurate to the best of my knowledge.

**Applicant’s Signature**

**Date**

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Applications, including three letters of recommendations, school transcript, essay, and job experience/resume should be mailed to:  
OPGA Scholarship Application • 605 N. High Street, #214 • Columbus, OH 43215
The propane industry is committed to maintaining the highest quality fuel possible. A new PERC program offers as-needed testing of fuel samples to help marketers ensure this consistent fuel quality.

A fuel sampling program run by Southwest Research Institute (Docket 15683) is accepting fuel samples from marketers for testing. This thorough expert analysis can help marketers rule out fuel quality as a factor in equipment performance issues. In the rare case that fuel variations play a role, SwRI will provide marketers with a detailed report and use the information gained to further strengthen the propane industry’s ability to ensure the highest level of fuel quality.

“Ensuring quality fuel is essential for the propane industry to not only retain current customers but to expand its reach into new markets.”
- Southwest Research Institute

Industry-Wide Program Benefits

- Saves marketers the time and expense of performing their own fuel analysis.
- Enables a quick industry response to marketer requests and concerns.
- Provides baseline fuel analysis data that can inform future efforts to ensure high propane fuel quality.
- Demonstrates the propane industry’s commitment to providing high-quality fuel to end users.

How to Submit Samples

1. Call SwRI at 210-522-2817 or 210-522-3204 to request assistance.
2. If the issue requires further investigation, SwRI will send you a sample collection kit (pictured on the right).
3. Collect a sample of the fuel and return it using the postage-paid return shipping label.
4. After analyzing the sample, SwRI will send you the results, so you can take appropriate action, if needed.
5. At the completion of the program, SwRI will provide PERC with a summary of the contaminant and fuel quality problems found overall in the group of tested fuel samples.
In an effort to keep you aware of the services provided by CareWorksComp, we thought we would share a series of brief articles about our commitment and approach toward different cost-containment strategies. One such claims cost inhibitor that we employ is filing for a handicap reimbursement.

Handicap Reimbursement is a program that BWC put in place many years ago to remove hiring barriers for those employees who may have one, or several, “handicapping” conditions. There are currently 25 such conditions (Arthritis, Epilepsy, and Diabetes, to name a few.) If an employee has one of these designated conditions, sustains a work-related injury which results in lost time, and their recovery is delayed due to interference of these conditions, BWC may grant cost relief to the employer.

It’s our job as your TPA to look for these conditions in your claims, and we take a very aggressive approach. We are committed to reviewing every claim for every client for handicap reimbursement potential! When we find a claim with a designated condition, we decide what the best approach is to maximize the cost relief for our clients, and sometimes this means waiting until the claim has reached a plateau so we can get the biggest handicap reimbursement possible. Sometimes, in the interest of keeping an experience modification rate (EMR) as low as possible in the short term, we may file earlier than usual. It depends on the circumstances and we look at each case individually.

IF YOU HAVE QUESTIONS ABOUT THE HANDICAP REIMBURSEMENT OR ANY OTHER EMPLOYEE COST CONTAINMENT STRATEGY, PLEASE TAKE A MOMENT AND CONTACT CAREWORKSCOMP’S PROGRAM MANAGER, ANDREW FRANK TOLL-FREE AT 1-800-837-3200, EXT. 52325 OR VIA EMAIL AT ANDREW.FRANK@CAREWORKSCOMP.COM.
A BEST FRIEND
never
LEAVES YOU HIGH AND DRY.

FETCHING FROM A WIDE RANGE OF SOURCES, INCLUDING PHYSICALLY STORED PROPANE, MEANS WE CAN BRING YOU A SURE AND STEADY SUPPLY, REGARDLESS OF SHORTAGES.

Get the latest in propane pricing, availability and MORE.
Employee Training

CETP Non-Certified

Register at www.ohiopropanegas.org
The Ohio Propane Gas Association offers certified and non-certified employee training for those working in the propane field or looking to obtain propane training certification in the state of Ohio. Training season runs from April until October and we offer a wide-range of CETP (Certified Employee Training Program) classes, as well as important safety and training classes outside of the CETP curriculum. Classes are open to members and non-members in Ohio.

**COURSE LOCATIONS**

- Doubletree Columbus-Worthington | 175 Hutchinson Avenue | Columbus, OH 43235 | P: 614.885.3334
- Arrick’s Propane | 9157 US HWY 23 | Lucasville, OH 45648
- Courtyard Marriott | 5211 Forest Drive | New Albany, OH 43054 | P: 614.855.1505
- Muskingum County Convention Center | 205 N. 5th Street | Zanesville, OH 43701

**GENERAL INFORMATION**

- Attendance at all training classes is by pre-registration only.
- Classes are limited to 20 students.
- The registration deadline is two weeks before the start of each class.
- OPGA reserves the right to cancel a class if there is a lack of participation.
- Classes are held from 8:00 a.m. to 5:00 p.m.
- Registration includes all materials, continental breakfast, breaks and lunch.

**REGISTRATION FEES**

- $100 per person, per class, from a company in Ohio*
- $300 per person, per class, from a company outside of Ohio

*OHIO-BASED COMPANIES: The registration fee will be waived when the registrant (or a substitute) attends the training and is from an Ohio-based company. If the registrant does not attend and does not provide written notification to OPGA at least four (4) business days prior, the registration fee will be charged to the credit card provided at registration. Checks will not be accepted.

The NPGA’s training is directed to assist in education service and delivery personnel in the LP gas industry. This training program is not intended to be an exhaustive treatment of the subject covered. It should not be interpreted as precluding the use of other procedures and/or compliance with more extensive federal, state, and local codes and/or regulations.

The NPGA, OPGA, and the training supervisor assume no liability for reliance on: (1) the material used; (2) the manner in which the training was conducted; or (3) the knowledge gained, or not gained, by the employee. Those courses are offered as assistance to help employers train personnel in their organizations.
COURSE SCHEDULE
Note: Many courses are offered only once in 2017. The 1.0 Basic Principles and Practices of Propane course is a prerequisite for all classes.

1.0 Basic Principles and Practices of Propane
Pre-requisite to participate in more advanced classes.
An entry level course that provides prerequisite instruction about propane’s physical and combustion properties; how propane is produced and transported; the organizations that influence, publish or enforce codes and standards; how basic functions are performed in a bulk plant; primary safety concerns; customer service; odorants and service interruptions; complete and incomplete combustion characteristics; and much more.
April 12-13 ...............................................................Lucasville
June 19-20 ...............................................................New Albany
August 24-25 ............................................................New Albany
September 11-12 ......................................................Columbus
October 16-17 ............................................................New Albany

2.2 Bobtail Delivery Operations
This course provides information for drivers who operate commercial motor vehicles to deliver propane and covers a bobtail’s basic equipment and systems including the cargo tank, gauges, valves, pumps, meters, delivery hoses and emergency discharge control equipment. Detailed procedures for safely loading a bobtail using the plant pump and DOT requirements for bobtail inspections will also be discussed, as well as the features and installation requirements of ASME tanks at customer locations. It is recommended to complete the appropriate Propane Delivery Operations and Cylinder Delivery Operations modules for certification to operate a bobtail to deliver propane.
July 12-14 .................................................................New Albany
September 18-20 ......................................................Columbus
October 18-20 ............................................................New Albany

2.4 Cylinder Delivery Operations
Information for drivers who operate commercial motor vehicles to deliver propane. This course covers DOT licensing and driving requirements; driving requirements and restrictions for drivers who operate commercial motor vehicles (CMVs) to deliver propane; vehicle inspections; identification, and documentation highlights; safely handling hazardous materials, the hazards of handling a variety of flammable and combustible liquids; and the associated safety measures. In addition, driving defensively and handling accidents and emergencies; vehicle parking, servicing, and security; preparing cylinders for filling; filling cylinders and delivering cylinders; NFPA 54 and NFPA 58.
September 25-26 ......................................................Columbus

3.1 Basic Plant Operations
This course is primarily designed to train employees that inspect and fill DOT cylinders and ASME tanks at the bulk plant, requalify DOT cylinders, maintain cylinders, tanks, and bulk plant equipment systems, and other propane employees who could benefit from sections of this course, including plant managers and plant office personnel.
After completing this course, you will be able to identify the main components of a bulk plant; operate the propane liquid supply system; inspect and fill DOT cylinders; inspect and fill vehicle mounted ASME tanks; requalify DOT cylinders by visual inspection; maintain cylinders and ASME tanks; unload a cargo tank motor vehicle; and maintain bulk plant systems and equipment.
August 21-23 ............................................................Columbus

4.1 Designing and Installing Exterior Vapor Distribution Systems
This course focuses on designing and installing the exterior portion of a vapor distribution system for both residential and small commercial markets. It addresses how to select and install containers, prevent corrosion, size and install regulators and meters, and select and install outdoor piping and tubing. In addition, designing vapor systems (container and lines); designing vapor distribution systems (regulators and meters); preparing system components for transport; installing containers, lines, regulators and meters; system tests; safety information; NFPA 54 and NFPA 58.
July 26-28 .................................................................Columbus
October 2-4 ..............................................................Columbus

4.2 Placing Vapor Distribution Systems & Appliances into Operations
This course will cover the different system tests required for vapor distribution systems and appliances; validating the container, piping, and regulator; how and when to make the final connections; how to purge the system of air; appliance controls and safety devices; and how to adjust the burner.
It will address vapor distribution system tests; validating vapor distribution systems; identifying venting requirements and characteristics; validating combustion air; leak check procedures; purging air from a piping system; placing appliances into operation; appliance controls and safety devices; spillage test Identifying burning characteristics of propane; safety information; NFPA 54 and NFPA 58.
May 8-10, 2017 ........................................................Lucasville

5.1 Designing and Installing Dispenser Transfer Systems
Identifying the proper container and location for a dispenser. This course also covers identifying required tank valves, and fitting and verifying that all required components are present, etc.
June 6-7 .................................................................Zanesville
June 21-22 ..............................................................New Albany

Register at www.ohiopropanegas.org
Non-Certified Courses

COURSE SCHEDULE

CSR Training Seminar
Formatted as a multi-media seminar that covers many issues that the company CSR deals with routinely and includes relevant topics such as telephone customer service, basic and advanced CSR skills. Other topics will include a review of the physical properties and characteristics of propane and how these properties correlate with problems or issues raised by customer. Of interest to CSR’s in past training sessions, and presented again will be national and international marketplace issues that impact local propane availability and pricing volatility and propane storage and logistics issues that create supply shortfalls and price spikes, both of which generate inquiries from local customers. In addition, out of gas (again) calls, reports of gas leaks and interruption of services response.
July 25 ............................................................................................. Columbus
October 11 ................................................................................... New Albany

USDOT HAZMAT Transportation Safety
(formerly HM126F)
This seminar includes the newly required Global Harmonization Standards for labeling and marking HAZMAT containers and shipments. VERY IMPORTANT new employee 90-day compliance opportunity.

USDOT HAZMAT Transportation Safety will touch upon the requirements, but not the details of specific individual company’s written Emergency Action Plan and Security Awareness Action Plan. Other HAZMAT training will focus on the employee’s “Right to Know;” the risk associated with the hazardous material they work with; and the suggested safe handling procedures and personal protective equipment that are recommended as risk mitigation tools. This training, when combined with an effective on-the-job training program and ongoing safety training regiment, will assist with meeting the training requirements of the Hazardous Materials Regulation.

Loading a transport using a plant pump, compressor, or auxiliary inlet; walk-around inspection of a cargo tank motor vehicle (CTMV) after loading; safe driving techniques, emergency discharge, and delivery hose assembly inspections; purging propane containers, unloading a transport, and reducing vapor pressure using a plant compressor; unloading using a plant or CTMV pump; and performing post-trip inspections and monthly inspections and tests on emergency discharge systems and delivery hose will also be addressed.
April 10 ............................................................................................. Lucasville
April 11 ............................................................................................. Lucasville
July 10 ............................................................................................. Columbus

Propane Dispenser Safety
Based upon the PERC Non-Certified Training suggestions, this one-day seminar is appropriate for propane dealer employees and employees of remote cylinder refilling locations served by retail propane dealers (RV Parks, service stations, etc.).
June 8 ............................................................................................. Zanesville

Transport Driving Training
Although the CETP program no longer offers training leading to certification as a Propane Transport Operator, both USDOT and NFPA 58 require driver/operators to receive documented training for the skill functions performed. Training is to be documented including testing and skills evaluation.

NFPA 58 2014, Sections 4.4.1 and 4.4.2 employees should complete training that includes the following categories:
• Safe work practices
• The health and safety hazards of LP-Gas
• Emergency response procedures
• Supervised, on-the-job training
• An assessment of the person’s ability to perform the duties assigned

Section 4.4.3 states that a refresher training shall be provided every 3 years. USDOT & OSHA have similar language in regulations regarding hazardous material handling and transportation. Transport Operator Training offers a convenient and low cost opportunity for propane transportation entities, private or common carrier to have documented and written examination compliance with first-time and refresher training requirements.

The goal of the Transport Driving Training is not to teach or instruct drivers how to drive a transport but rather to support and substantiate the ongoing training provided by the transporter’s company to ensure operators are COMPLIANT and SAFE with company policies and codes/ regulations applicable to their duties. Transport operators, dispatchers, mechanics and managers are welcome to attend the training.
July 24 ............................................................................................. Columbus
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2017 SCHEDULE OF EVENTS

APRIL 10
CTEP and Non-Certified Courses Begin
2017 schedule can be found beginning on page 20 or at www.OhioPropaneGas.org/cetp.

MAY 1
OPGA Board of Directors Meeting
Columbus, OH

MAY 2
OPGA Membership Meeting & Day at the State House
Columbus, OH

AUGUST 6
OPGA Board of Directors & Membership Meeting
(In conjunction with the OPGA Summer Convention)
The Lodge at Geneva-on-the Lake
Geneva, OH

AUGUST 6-8
OPGA Annual Convention
The Lodge at Geneva-on-the Lake
Geneva, OH

NOVEMBER 8
Ohio PERC Leadership Meeting
Columbus, OH

NOVEMBER 9
OPGA Board of Directors & Membership Meeting
Columbus, OH

For more information and updates about these events, please visit www.OhioPropaneGas.org and check back regularly throughout the year.