If you possess 60,000 lb or more of propane, you may be required to report it to the Department of Homeland Security. The Department of Homeland Security (DHS) regulates security at high-risk chemical facilities under the Chemical Facility Anti-Terrorism Standards (CFATS) program (6 CFR Part 27). CFATS ensures high-risk facilities have security measures in place to reduce the security risks of certain chemicals that DHS has designated as “chemicals of interest” (COI).

Under CFATS, a chemical facility is “any establishment that possesses or plans to possess certain chemicals, at any relevant point in time…” and can be a large company or a single individual. CFATS requires a facility to report to DHS if it possesses a COI, such as propane, at or above a specified screening threshold quantity (STQ). A facility must report to DHS all COI holdings that meet or exceed the STQ, regardless of how long the facility is in possession of the COI.

**Propane is a COI under CFATS.** Propane is a Release-Flammable chemical—meaning, if intentionally released, it has the potential to create a vapor cloud explosion that would affect populations within and beyond the facility.

**The STQ for propane is 60,000 lb.** Failure to report possession of a COI at or above the STQ can be subject to civil penalties. For more information on propane as a COI, click here.

**RESOURCES FOR FACILITIES WITH PROPANE**
- Contact the CFATS Help Desk with questions or to help begin the process. The Help Desk can be reached at 1-866-323-2957 or at csat@hq.dhs.gov.
- **Federal Register:** Clarification to CFATS—Propane: This notice clarifies how certain provisions of CFATS apply to propane. Learn more and read the notice by clicking here.
- **CFATS First Steps:** If your facility possesses propane in quantities that meet or exceed the STQ, you have 60 days from the time you come into possession to report your holdings via an online survey called a Top-Screen. Get started by clicking here to see what steps to follow to determine if you need to comply with CFATS.
- **Risk-Based Tiering:** The CFATS regulation follows a risk-based approach that allows DHS to focus its resources on high-risk chemical facilities in accordance with their specific level of risk. After analyzing Top-Screen data from facilities, DHS will determine which facilities are high-risk and therefore subject to further requirements under the regulation. Click here to learn more about the tiering determinations.
- **Agricultural Production Facilities:** The agricultural facility extension does not apply to agricultural production facilities that use propane for purposes such as for fuel, heating, or drying. Agricultural facilities possessing propane at or above STQ for such purposes should still report their propane inventory to CFATS.
- Click here to learn more about the program. Resources include the regulation and list of COI, FAQs, and more on how facilities’ information is protected.
CAN-DO MARKETING TRAINING SERIES

Over 50 propane marketers tuned in to our April and May webinars of the Can-Do Marketing Training series. They learned how to:

- Generate content to help stand out above the competition.
- Create powerful, reusable marketing assets.
- Build valuable and lasting relationships.
- Better understand the internet and social media to successfully market their business, and much more.
- Join us for the remaining Can-Do webinars and learn more about:
  - Google as a Homepage.
  - The Perfect Sales System.
  - Geo-Targeted Campaigns.

- Digital Ad Placement.
- Soliciting and Responding to Online Reviews.

You don’t want to miss these one-hour jam packed sessions! To learn more, click here.
Celebrating America’s Favorite Fuel

71ST ANNUAL SUMMER CONVENTION  AUG 11-13 2019
HILTON CINCINNATI NETHERLAND PLAZA  CINCINNATI, OHIO
Celebrating America’s Favorite Fuel

Join us for the 71st Annual OPGA Summer Convention, August 11-13, at the Hilton Cincinnati Netherland Plaza. This year’s convention will Celebrate America’s Favorites: baseball, hot dogs, apple pie and propane! The OPGA Summer Convention provides valuable propane-focused education, as well as opportunities to network with industry colleagues. Bring a guest or your family and enjoy Cincinnati, as well as the many activities at the convention.

JOIN US AT THE BALLPARK!
Sunday, August 11 • 1:10 p.m.
Cincinnati Reds vs. Chicago Cubs
Lunch and special seating (indoor and outdoor) are included. No additional fee to attend, but you must pre-register prior to the convention. See page 5.
Schedule

**SUNDAY, AUGUST 11**

11:30 a.m.-12:30 p.m.  
**GAME TICKET PICK UP**

12:00 p.m.-1:00 p.m.  
**SHUTTLE FROM HOTEL TO BALLPARK**

1:10 p.m.  
**BASEBALL GAME OUTING AT GREAT AMERICAN BALLPARK**  
Join us for a group outing at Great American Ballpark for the Cincinnati Reds vs. Chicago Cubs. Lunch and special seating will be provided. This outing is included in the convention registration fee, however, you must pre-register to attend.

4:00 p.m.-5:00 p.m.  
**SHUTTLE FROM BALLPARK TO HOTEL**  
Evening free.

**MONDAY, AUGUST 12**

7:00 a.m.-11:30 a.m.  
**CONVENTION REGISTRATION**

7:00 a.m.-3:00 p.m.  
**SILENT AUCTION TO BENEFIT THE OPGA SCHOLARSHIP FUND**  
The Silent Auction will be open for bidding beginning at 7:00 a.m. on Monday and will conclude at 6:00 p.m. The winners will be posted during the dinner. All proceeds benefit the OPGA Scholarship Program. If you would like to donate an item, contact Rosie Buschur at rbuschur@mcmahansbottlegas.com or complete the Silent Auction section of the convention registration form.

7:30 a.m.-9:00 a.m.  
**BREAKFAST**

8:00 a.m.-9:00 a.m.  
**SUCCESION PLANNING AND WORKING IN THE FAMILY BUSINESS**  
*Mark Casella, Coppertree, Ltd.*  
This session will address the challenges and opportunities of family members working in the family business, as well as succession planning. Those in attendance for the presentation will receive a copy of Mark Casella’s book, “Living a Legacy that Lasts.”

9:00 a.m.-10:00 a.m.  
**THE LATEST TRENDS IN THE PROPANE INDUSTRY**  
*Jon Miller, Propane Buzz*  
This session will provide discussion the latest trends. Learn what’s new and hot in the propane industry!

10:00 a.m.-10:15 a.m.  
**BREAK**

10:15 a.m.-11:15 a.m.  
**ASSESSING DRIVER RECRUITING AND RETENTION**  
*David Lowe, Pro Image Communications*  
Providing the results of recruiting, training, directing and retaining drivers at multiple family-owned distribution companies where the most significant components were culture and adjustment to economic and social conditions. These documented strategies resulted in long-term stability and value for customers and employers.

This session will include actual results and examples including successful methods and applications to successfully retain and recruit quality employees.

Suggestions for improving your driver roster and return on your driver investment that were directly implemented and maintained by a front line invested hands-on leader.
Schedule

MONDAY, AUGUST 12 (CONTINUED)

11:30 a.m.-1:30 p.m.
OPGA BOARD OF DIRECTORS MEETING

1:30 p.m.-3:30 p.m.
OPGA COMMITTEE AND MEMBERSHIP MEETINGS

5:30 p.m.-6:00 p.m.
SILENT AUCTION LAST CHANCE!

5:30 p.m.-8:00 p.m.
PRESIDENT’S RECEPTION, DINNER AND AWARDS PROGRAM
We will honor the outgoing leaders and install new officers and board of directors. Special awards and scholarships will also be presented.

Purchase your ticket for the Ohio Propane PAC Reverse Raffle! Only 60 tickets will be sold for a chance to win $1,000, in addition to many other prizes. Winners will be drawn at the end of the program.

8:00 p.m.-9:30 p.m.
HOSPITALITY

TUESDAY, AUGUST 13

8:00 a.m.-9:00 a.m.
BREAKFAST

9:00 a.m.-11:00 a.m.
OPGA AND NPGA LEGISLATIVE AND REGULATORY UPDATE

11:00 a.m.
CONVENTION ADJOURNS
Registration PAGE 1 OF 2

Name

Optional Events: 

☐ Sunday Baseball Outing  ☐ Monday Breakfast  ☐ Monday Dinner  ☐ Tuesday Breakfast

Company

Address

City State Zip

Phone Fax

Email (confirmation sent via email only)

SPOUSE/GUEST Not employed in propane industry.

Name

Optional Events: 

☐ Sunday Baseball Outing  ☐ Monday Breakfast  ☐ Monday Dinner  ☐ Tuesday Breakfast

CHILDREN

Name Age

Optional Events: 

☐ Sunday Baseball Outing  ☐ Monday Breakfast  ☐ Monday Dinner  ☐ Tuesday Breakfast

Name Age

Optional Events: 

☐ Sunday Baseball Outing  ☐ Monday Breakfast  ☐ Monday Dinner  ☐ Tuesday Breakfast

Name Age

Optional Events: 

☐ Sunday Baseball Outing  ☐ Monday Breakfast  ☐ Monday Dinner  ☐ Tuesday Breakfast

CONVENTION REGISTRATION PACKAGES Includes Sunday baseball outing, all programs and planned meal functions. An additional $35 will be added to all registrations received after July 29.

1. Complete Package  

☐ Member $260  ☐ Non-Member $385 $ __________

2. OPGA Past President (retired)  

☐ Past President $0 $ __________

3. Spouse/Guest Package  

☐ Spouse of Member/Non-Member $215 $ __________

4. Child Package  

☐ Age 13 and over $175  ☐ Ages 4-12 $115  ☐ Age 3 and under $0 $ __________
PAC RAFFLE Payment must be by personal check or credit card.

☐ I will bring prizes for the Ohio Propane Reverse Raffle
☐ I want to purchase _________ reverse raffle tickets at $100 each $ _______
☐ Contact me for personal credit card payment

SCHOLARSHIP FUND/SILENT AUCTION

☐ I will bring a gift donation for the OPGA Silent Auction
☐ I will make a monetary donation to the OPGA Scholarship Fund $ _______

Description of Donated Item

SPECIAL REQUESTS Please indicate here if you are disabled, require special services or have dietary restrictions.

PAYMENT ☐ VISA ☐ MasterCard ☐ American Express ☐ Check #_________ Total Amount Due $ _______

Card Number Exp. Date CVV

Cardholder Name

Signature

Billing Address (if different from above)

Refund cancellations must be received by July 29, 2019 to receive a refund minus a $25 processing fee. No refund granted after July 29, 2019.
Celebrating America’s Favorite Fuel

HILTON CINCINNATI NETHERLAND PLAZA
35 W. Fifth Street
Cincinnati, OH 45202
513-421-9100

The Hilton Cincinnati Netherland Plaza is offering a special rate of $150 for the Summer Convention. To make reservations, call 1-800-HILTONS or visit the OPGA website for a link to make reservations online. Be sure to mention that you are with OPGA when making your reservation by phone. To ensure this rate, please make your reservation by July 19, 2019.

Located adjacent to Fountain Square, the AAA Four-Diamond Hilton Cincinnati Netherland Plaza is situated in the heart of downtown Cincinnati. As a National Historic Landmark, the hotel is one of the world’s finest examples of French Art Deco. Discover plenty of things to do during your stay at Hilton Cincinnati Netherland Plaza. Explore shopping and dining options at Fountain Square in downtown Cincinnati or visit Carew Tower via an enclosed skywalk while staying at this Art Deco landmark hotel.

This Hilton Cincinnati hotel near the Horseshoe Casino is connected via skywalk to a number of shops and restaurants, as well as just minutes from Cincinnati Bell Connector Streetcar stop (2 blocks away); Great American Ball Park; Paul Brown Stadium; US Bank Arena; Aronoff Center for the Performing Arts; The National Underground Railroad Freedom Center Contemporary Arts Center and Taft Museum.

The Hilton Cincinnati Netherland Plaza is offering a rate of $150 for the Summer Convention. Make your reservation by July 19th to ensure this rate.
BEST PRACTICES OF DUTY TO WARN SAFETY MAILING

Propane marketers are obligated to provide their customers with safety information. After all, you are the professionals they have chosen to trust with their family’s comfort and safety! Are you exercising due diligence to uphold this responsibility?

DUTY TO WARN SAFETY MAILING CHECKLIST

Some safety mailing processes offer more benefits to the customer and the company than others. Use this checklist as a guide to make sure that your annual safety mailing program is as efficient and effective as possible.

☐ Send your Duty to Warn once a year
It is best practice for propane companies to send safety information to their customers once a year. This is the best way to meet your obligation and minimize risk for liability.

☐ Provide PERC safety brochures
The Propane Education & Research Council scratch-and-sniff safety brochure is specifically designed to communicate essential propane safety tips and procedures to propane customers. Armed with tangible steps to follow in the event of a propane-related emergency, your customers are much safer.

☐ Send Duty to Warn without other marketing
It is important to send your annual Duty to Warn on its own, rather than including it with other customer communications, like billing receipts. Doing so ensures that the safety information is the main message.

☐ Keep safety mailing records
Keeping records of your Duty to Warn mailings is critical to protect your company. This provides direct evidence that your mailing was sent.

☐ Get legal and insurance approval
Following the above steps is the best way to meet requirements from your legal counsel or insurance provider.
DUTY TO WARN REBATE

This rebate is designed to reimburse a propane dealer for some expenses associated with mailing duty to warn information to their customers. Marketers that choose to participate will purchase the Duty to Warn materials they need, have them shipped to their plants, and submit a receipt or proof of purchase to the OPGA. OPGA staff will then reimburse up to $750 per plant (up to $3000) to the marketer.

To ensure a consistent message is being sent to propane customers across the state, two brochures produced by PERC will be eligible for this rebate:

• "Important Propane Safety Information for You and Your Family" brochure (PRC-003121 or PRC-003121S), either in English or Spanish; or
• the "Propane Safety Booklet" (PRC-005606 or PRC-005606S), also in English or Spanish.

These are available by ordering directly from PERC.

The following conditions will apply to this rebate:

a. Propane dealer must have a retail location in the state of Ohio.
b. Rebate is limited to $750 per plant (up to $3000) payable to the propane dealer. If you are submitting for more than one plant, please list the addresses of all plants in Ohio.
c. 1 rebate per company.
d. Rebate period ends December 31, 2019, or until funds are exhausted. Requests for rebates will be processed on a first come, first served basis.
e. Proof of mailing must include copy of order for materials and/or proof of mailing (receipt from mailing house, post office, etc.)

Please use this form to apply for the rebate by completing all the requested information and returning your receipt(s) to the OPGA office.

Name

Company

Address

City State Zip

Phone Fax

Email

Which form was mailed?

Approximate dates of mailing

No. of plants at your company

Additional Mailing Addresses

Applications should be mailed to: OPGA • 605 N. High Street, #214 • Columbus, OH 43215
CLEAN FUELS OHIO GEARING UP TO PROVIDE GRANT-WRITING SERVICES

The Ohio EPA has indicated it plans to release the next funding solicitation for the 2019 Diesel Mitigation Trust Fund (DMTF) Grants with an anticipated deadline of August 2. The program is funded by the multi-million dollar federal settlement with Volkswagen for Clean Air Act violations. As with past funding opportunities, Clean Fuels Ohio has announced plans to provide informational resources, project competitiveness vetting, and a full suite of grant writing services to fleets interested in applying for funding.

This is the second round of funding available from the Ohio EPA, and the main grant application requirements, scoring, and competitiveness details are expected to be very similar to the Ohio EPA’s first round applications (June-August 2018).

For the 2019 funding round, owners of eligible medium and heavy diesel fleets in 26 Ohio priority counties will be invited to apply for grants to repower or replace diesel vehicles and equipment with new clean diesel or alternative fuel (including propane) or all-electric vehicles and equipment. A total of $15 million is expected to be available for grant awards between $50,000 and $2 million. All projects required a minimum match of 25 percent, with larger matches required for some project categories.

“We have a lot of aging diesel vehicles in fleets of private sector, public sector, government agencies, and school districts, and they are not very clean compared to modern, new vehicles, particularly those running on alternative fuels,” said Carolyn Watkins, Chief of the Ohio EPA’s Office of Environmental Education and Administrator for the VW Diesel Mitigation Grants.

FOR ASSISTANCE IN APPLYING, PLEASE CONTACT ANDREW CONLEY AT CLEAN FUELS OHIO AT 614-884-7336.
PROPANE TRUCKS BUILT BY PROPANE PEOPLE

Unique Safety & Storage Options designed, fabricated and installed by Truck People with Decades of Experience in the Propane Industry.

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Order your truck today call Pat Houser 614-929-4111 or Steve VandeMark 989-737-3735
WHO AND WHAT IS ELIGIBLE?
Rebates are available to propane customers who reside in Ohio for eligible purchases on a New propane vehicle, new vehicle conversions or a new propane lawn mower. Propane companies and their employees are eligible to receive rebates.

WHAT VEHICLES ARE ELIGIBLE?
All propane vehicles/mowers and conversion systems must be approved by US EPA.
- New OEM propane vehicles.
- New propane conversion vehicles (current model year or previous model year with less than 15,000 miles.)
- New propane OEM lawn mower.
- New propane converted mower (less than 250 hours).

All federal and state incentives must be applied prior to receiving rebate funds, and the funds may be used for the incremental cost of propane. These rebate funds should be considered “matching funds” when applying for other grants or funding in conjunction with this rebate. There is a limit of five rebates issued to any single entity.

WHAT DO I HAVE TO DO FOR THE REBATE FUNDS?
An initial survey and final survey completed electronically are required for each vehicle receiving an incentive. The rebate recipient also agrees to maintain and submit a report of miles driven for vehicles or hours used for mowers; gallons of propane used; and anecdotal performance characteristics that will be submitted electronically a year from the time the rebate is received. The data collected will be used to produce a document which will assist the propane industry and vehicle manufacturers with necessary data needed to evaluate vehicle performance on propane vs. gasoline, to make improvements to the vehicles and to sell the use of propane as an alternative motor fuel. 50% of the incentive will be paid after the application is submitted and the initial survey is completed. The second 50% of the incentive will be paid after the final survey is completed and the data report is completed.

WHEN DOES THE PROGRAM BEGIN AND END?
The rebate program ends December 31, 2019, or when program funds are exhausted. Rebates are subject to available funds. If available funds run out during the program year, OPGA may elect to carry over applications until the next program year. All eligible purchases must occur during the rebate program.

Completed and approved applications should have a rebate check issued within 60-90 days after the application is received at the OPGA office, subject to available funds. No applicant has a legal right or other entitlement to receive rebates under the program or this agreement. A completed application does not bind OPGA to approve or pay a rebate to any applicant.

An applicant or propane marketer may be suspended from, or declared ineligible to participate in the rebate program if the OPGA determines that the applicant or propane marketer has submitted false information or otherwise violated program terms and conditions. Within 30 days after OPGA suspends or declares an applicant or propane marketer ineligible, the applicant or propane marketer may appeal the action by submitting the appeal in writing to OPGA. Actions taken by OPGA with respect to the appeal will be final. An applicant or propane marketer who submits false information pertinent to a rebate is subject to criminal and civil penalties including U.S. Mail fraud.
Submit this completed form with the required documentation to the Ohio Propane Gas Association (OPGA) at the address at the bottom of this page. To apply for this rebate:
1. Applicant and the applicant’s propane marketer must sign the application;
2. Attach the invoice for the vehicle or retrofit system; and
3. Keep a copy of the completed application and all necessary documentation for your records.

**VEHICLE OR MOWER INFORMATION**

<table>
<thead>
<tr>
<th>Make</th>
<th>Model</th>
<th>Year</th>
</tr>
</thead>
</table>

Vehicle Identification Number (VIN) or Serial Number*

Vehicle Purchase Date

*If the VIN or serial number are not available, please submit a copy of the sales invoice or sales order from the manufacturer or supplier.

**APPLICANT INFORMATION** *(where the rebate check will be mailed)*

Make check payable to ___________

Contact Name

Company

Address

City       State       Zip

Phone       Fax

Email

Propane Conversion System Install Date

Manufacturer System Installer

VIN or Serial Number of System

I understand that this rebate is available only through authorized propane marketers in the state of Ohio, that it is not a government program, and that the program may end at any time. I understand that the Ohio Propane Gas Association assumes no responsibility whatsoever for the vehicle or mower and, by issuing a rebate, makes no representation, warranty or guarantee regarding the qualifying vehicle or mower system. OPGA disclaims any liability for any personal injury, property damage, business losses, or any other damages of any other nature whatsoever, whether special, indirect, consequential or compensatory, directly or indirectly arising from the use of the vehicle or mower.

Applicant Signature Date

Complete next page.
PROPAANE MARKETER INFORMATION

Name ____________________________________________

Company _________________________________________

Address _________________________________________

City ___________________ State ______ Zip _______

Phone __________________ Fax ___________

Email _________________________________________

I understand and agree to all rules and conditions for participation in this program. I hereby declare that I am authorized to sign this application and that the information stated herein is true, correct and complete to the best of my knowledge.

Company Representative Signature __________________ Date ___________

DATA COLLECTION ACKNOWLEDGMENT

Name ____________________________________________

Company _________________________________________

Phone __________________________________________

Email __________________________________________

I acknowledge that this is a Data Collection Incentive, and that an initial survey and final survey must be completed electronically for each vehicle or mower receiving an incentive. Additionally, for one year from the time the rebate is received, I am required to submit a quarterly report of miles driven, gallons of propane used, and anecdotal performance characteristics.

Signature of Applicant __________________ Date ___________

Signature of Propane Marketer __________________ Date ___________
Bouncing from one wholesale propane provider to the next looking for the lowest cost can get you into trouble. You risk being abandoned when supply gets tight.

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Make the call:

- To protect your loved ones
- To protect your business
- To protect your financial future and more

You have a lot to protect, and that’s a good thing! I can help you find ways to have the peace of mind knowing you have things covered no matter what life throws at you. That’s the great benefit life insurance can provide, the ability to provide a foundation for your financial future.

Contact me and I’ll work with you to find solutions to help meet your protection needs.

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ghardy@cambridgeresource.com
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| Ohio National Life Assurance Corporation
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Post Office Box 237 | Cincinnati, Ohio 45201-0237
Form 2939 9-16 © 2016 Ohio National Financial Services, Inc.

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• To protect your loved ones
• To protect your business
• To protect your financial future and more

You have a lot to protect, and that’s a good thing! I can help you find ways to have the peace of mind knowing you have things covered no matter what life throws at you. That’s the great benefit life insurance can provide, the ability to provide a foundation for your financial future.

Contact me and I’ll work with you to find solutions to help meet your protection needs.

Beckwith Financial Services, Inc.
5228 Lovers Lane, Ste 100B
Portage, MI 49002
269-492-6983
ghardy@cambridgeresource.com
Gregory I. Hardy, CFP®
The Ohio Propane Gas Association offers certified and non-certified employee training for those employed in the propane industry or looking to obtain propane training certification. To make training more accessible to everyone, classes are held in multiple locations. Classes are open to members and non-members and pre-registration is necessary. For more information or assistance, please contact the OPGA office at 844-454-5338 or opga@kdafirm.com.

**General Information**
- Attendance at all training classes is by pre-registration only.
- The number of students is limited for each class. Register early to ensure your participation.
- OPGA reserves the right to cancel a class, if there is lack of participation.
- Class times vary. Please refer to the schedule for class times for each course.
- Registration includes course materials, continental breakfast and lunch.
- Attendees are responsible for lodging costs. For hotel reservations, please contact the hotel directly and indicate you are with OPGA.

**Course Locations**
- **Doubletree by Hilton Columbus-Worthington**
  175 Hutchinson Avenue
  Columbus, OH 43235
  614-885-3334
- **Arrick’s Propane**
  9157 US Hwy. 23
  Lucasville, OH 45648
- **Courtyard by Marriott**
  5211 Forest Drive
  New Albany, OH 43054
  614-855-1505
- **Prism Propane**
  1399 Business Park Drive South, Suite A
  North Baltimore, OH 45872
- **Upper Sandusky**
  1878 E. Wyandot Avenue,
  Upper Sandusky, OH 43351
  (Meeting room located in same building behind Flag City Furniture Store.)
The NPGA’s training is directed to assist in the education of 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; (3) the knowledge gained or not gained by the employee. These courses are offered as assistance to help employers train personnel in their companies.
CERTIFIED EMPLOYEE TRAINING PROGRAM (CETP)

The 1.0 Basic Principles and Practices of Propane course is a prerequisite for all classes.

Blended Learning Courses
Blended Learning Courses provide less time away and consist of pre-coursework and a one-day review and certification testing. Students complete the classroom training online prior to the instructor lead review and testing. Students must have access to a computer and provide an individual email address. The registration deadline is 30 days prior to classroom training. Instructions for the pre-coursework requirements will be provided upon registration for the class.

Refresher Training Classes
Refresher Training Classes are for students who have previously completed the certification process and need to complete the 3-year recertification.

1.0 Basic Principles and Practices of Propane
Class is held from 8:00 a.m. to 4:00 p.m. each day. This entry level course is a prerequisite to the more advanced classes. It provides instruction about propane’s physical combustion properties, and how propane is produced and transported. Other topics covered include the organizations that influence, publish or enforce codes and standards; how basic functions are performed in a bulk plant, including primary safety concerns and customer service; odorants and service interruptions; complete and incomplete combustion characteristics, and much more.

April 18 (Blended Course).............Arrick’s Propane, Lucasville
April 30-May 1........................................COURTYARD, NEW ALBANY
May 20 (Refresher Class)..............Arrick’s Propane, Lucasville
May 28 (Refresher Class)....................DOUBLETREE BY HILTON COLUMBUS-WORTHINGTON
May 29 (Blended Course)....................DOUBLETREE BY HILTON COLUMBUS-WORTHINGTON
June 12 (Blended Course)............PRISM PROPANE, NORTH BALTIMORE
June 13 (Refresher Class).............PRISM PROPANE, NORTH BALTIMORE
August 6-7...... DOUBLETREE BY HILTON COLUMBUS-WORTHINGTON
October 8-9 ........................................COURTYARD, NEW ALBANY

2.2 Bobtail Delivery Operations
Class is held from 8:00 a.m. to 4:00 p.m. each day. This course provides information for drivers who operate commercial motor vehicles to deliver propane. It also covers bobtail equipment and systems; explains a bobtail’s basic equipment and systems, including the cargo tank, gauges, valves, pumps, meters, delivery hoses and emergency discharge control equipment; presents detailed procedures for safely loading a bobtail using the plant pump; discusses DOT requirements for bobtail inspections; and reviews the features and installation requirements of ASME tanks at customer locations.

May 21 (Refresher Class) ............Arrick’s Propane, Lucasville
May 22 (Blended Course)............Arrick’s Propane, Lucasville
May 30 (Refresher Class)....................DOUBLETREE BY HILTON COLUMBUS-WORTHINGTON
June 3-5.................................................UPPER SANDUSKY
June 10 (Refresher Class).....PRISM PROPANE, NORTH BALTIMORE
June 11 (Blended Course).....PRISM PROPANE, NORTH BALTIMORE
June 19 (Blended Course)....................DOUBLETREE BY HILTON COLUMBUS-WORTHINGTON
October 22-24 ........................................COURTYARD, NEW ALBANY
2.4 Cylinder Delivery Operations

Class is held from 8:00 a.m. to 4:00 p.m. each day. This course is primarily designed to train propane delivery personnel who operate cylinder delivery vehicles. The course provides information, practices, and procedures that support many general delivery tasks.

Topics include 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; and filling cylinders and delivering cylinders.

October 10 (Blended Course) .......... Courtyard, New Albany

3.1 Plant Operations

Class is held from 8:00 a.m. to 4:00 p.m. each day. Provides information, practices, and procedures that support many general plant operations tasks. This course is primarily designed to train employees who 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.

August 8 (Blended Course) ............... Doubletree by Hilton Columbus-Worthington

4.1 Designing and Installing Exterior Vapor Distribution Systems

Class is held from 8:00 a.m. to 4:00 p.m. each day. Focuses on designing and installing the exterior portions 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; and safety information.

April 23 (Refresher Class) ............... Arrick’s Propane, Lucasville
April 24 (Blended Course) ............... Arrick’s Propane, Lucasville
June 26 (Blended Course) ............... Prism Propane, North Baltimore
June 27 (Refresher Class) ............... Prism Propane, North Baltimore

July 8-10 ........................................ Courtyard, New Albany
July 11 (Blended Course) ............... Courtyard, New Albany
July 12 (Refresher Class) ............... Courtyard, New Albany
September 24-26 ............................ Courtyard, New Albany

4.2 Placing Vapor Distribution Systems and Appliances into Operation

Class is held from 8:00 a.m. to 4:00 p.m. each day. Focuses primarily on the procedure of placing a vapor distribution system into operation. This course addresses 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.

September 11 (Blended Course) ....... Courtyard, New Albany
CSR Training Seminar

This seminar covers many issues that the company CSR deals with routinely, and includes relevant topics such as telephone customer service, and 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.

September 10 ..................................Courtyard, New Albany

OSHA & DOT First 90-Day HAZMAT Training

This is a 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. In addition, proper labeling and inspections of containers and trucks; what to do when involved in a motor vehicle accident; drug and alcohol testing and reporting requirements; CMV (Commercial Motor Vehicle) Driver requirements, inspections and cylinder inspections. 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.

April 29 ..............................................Courtyard, New Albany
October 7 ..........................................Courtyard, New Albany

HAZMAT Training Refresher

This new HM126F, 225A, 232 Refresher Class is designed for employees needing a HAZMAT Refresher. This half-day class will allow employers to split attendees into morning and afternoon offerings. The morning class will be held from 9:00 a.m. to 12:00 p.m. and the afternoon class will be held from 12:30 p.m. to 3:30 p.m. Lunch will be provided for both the morning and afternoon classes.

April 16 (Morning) .........................Arrick’s Propane, Lucasville
April 16 (Afternoon) .....................Arrick’s Propane, Lucasville
April 17 (Morning) .........................Arrick’s Propane, Lucasville
April 17 (Afternoon) .....................Arrick’s Propane, Lucasville
June 18 (Morning) .........................Doubletree by Hilton Columbus-Worthington
June 18 (Afternoon) .................Doubletree by Hilton Columbus-Worthington
June 25 (Morning) .......................Prism Propane, North Baltimore
June 25 (Afternoon) ...............Prism Propane, North Baltimore
COURSE SELECTION

1.0 Basic Principles and Practices of Propane
- April 18 (Blended) ................................ Lucasville
- April 30-May 1 ..................................... New Albany
- May 20 (Refresher) ................................ Lucasville
- May 28 (Refresher) ................................ Columbus
- May 29 (Blended) .................................. Columbus
- June 12 (Blended) ................................ North Baltimore
- June 13 (Refresher) ............................... North Baltimore
- August 6-7 ............................................ Columbus
- October 8-9 ........................................ New Albany

2.0 Bobtail Delivery Operations
- May 21 (Refresher) ................................ Lucasville
- May 22 (Blended) .................................. Lucasville
- May 30 (Refresher) ................................ Columbus
- June 3-5 ............................................. Upper Sandusky
- June 10 (Refresher) .............................. North Baltimore
- June 11 (Blended) ............................... North Baltimore
- June 19 (Blended) ................................ Columbus
- October 22-24 ..................................... New Albany

2.2 Cylinder Delivery Operations
- May 21 (Refresher) ................................ Lucasville
- May 22 (Blended) .................................. Lucasville
- May 30 (Refresher) ................................ Columbus
- June 3-5 ............................................. Upper Sandusky
- June 10 (Refresher) .............................. North Baltimore
- June 11 (Blended) ............................... North Baltimore
- June 19 (Blended) ................................ Columbus
- October 22-24 ..................................... New Albany

2.4 Cylinder Delivery Operations
- October 10 (Blended) ......................... North Baltimore

3.0 Plant Operations
- August 8 (Blended) .......................... Columbus

4.0 Designing and Installing Exterior Vapor Distribution Systems
- April 23 (Refresher) ............................. Lucasville
- April 24 (Blended) ................................ Lucasville
- June 26 (Blended) ............................... North Baltimore
- June 27 (Refresher) .............................. North Baltimore
- July 8-10 .......................................... New Albany
- July 11 (Blended) ............................... New Albany
- July 12 (Refresher) .............................. New Albany
- September 24-26 ............................... New Albany

4.1 Designing and Installing Exterior Vapor Distribution Systems
- October 10 (Blended) ......................... New Albany

4.2 Placing Vapor Distribution Systems and Appliances into Operations
- September 11 (Blended) ....................... New Albany

CSR Training Seminar
- September 10 ..................................... New Albany

HAZMAT Training Refresher
- April 16 (Morning) .............................. Lucasville
- April 16 (Afternoon) ......................... Lucasville
- April 17 (Morning) .............................. Lucasville
- April 17 (Afternoon) ......................... Lucasville
- June 18 (Morning) .............................. Columbus
- June 18 (Afternoon) ......................... Columbus
- June 25 (Morning) .............................. North Baltimore
- June 25 (Afternoon) ......................... North Baltimore

OSHA & DOT First 90-Day HAZMAT Training
- April 29 .......................................... New Albany
- October 7 ........................................ New Albany

REGISTRATION FEES
Ohio-Based Company .............................. $100
Company Outside of Ohio .......................... $300
Registration fees for Ohio-based companies will be waived when the registrant attends the training. If registrant does not attend and does not cancel a minimum of 7 business days prior to the first date of the class, the registration fee will be charged to the credit card on file for this registration. You may send a substitute in place of the original registrant at no additional charge.

PAYMENT
Amount Due $_______
- Check No. _____________ (enter N/A if unknown)
- Visa
- MasterCard
- American Express

CLASS LOCATIONS
For hotel reservations, please call the hotel directly and indicate that you are with OPGA.

Doubletree Columbus-Worthington
175 Hutchinson Avenue
Columbus, OH 43235

Courtyard by Marriott
5211 Forest Drive
New Albany, OH 43054

Upper Sandusky
1878 E. Wyandot Avenue
Upper Sandusky, OH 43351

Arick’s Propane
9157 US Hwy. 23
Lucasville, OH 45648

Prism Propane
1399 Business Park Drive
South, Suite A
North Baltimore, OH 45872

REGISTRATION FEES
Ohio-Based Company .............................. $100
Company Outside of Ohio .......................... $300
A refund less a $25 administrative fee will be granted for cancellations received a minimum of 7 business days prior to the first date of the class. You may send a substitute in place of the original registrant at no additional charge.

Class size is limited. Attendance at all training classes are by PRE-REGISTRATION ONLY. Please complete a separate registration form for each participant.

Name

Company

Address

City

State Zip

Email

Phone Fax

Signature

For assistance, contact the OPGA office at 844.454.5338

OPGA | 605 N. High Street #214 | Columbus, Ohio 43215 | F: 517.485.9408

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Name

Company

Address

City

State Zip

Email

Phone Fax

Signature

For assistance, contact the OPGA office at 844.454.5338
Save the Date!

The Indiana, Michigan, and Ohio Propane Gas Associations are collaborating to bring you a joint summer convention in 2020. Learn important and timely updates from industry experts and help your company grow and improve.

Don’t miss this unique opportunity to collaborate and network with your fellow propane colleagues in neighboring states. For more information, visit ohiopropanegas.org.

JULY 28-30 2020
GRAND RAPIDS
MICHIGAN
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2019 SCHEDULE OF EVENTS

AUGUST 11-13
OPGA Annual Summer Conference
Hilton Netherland Plaza Hotel, Cincinnati

NOVEMBER 13
Quarterly Membership Meeting
Location to be announced

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

RETURNING TO OUR ROOTS

For 80 years, Ferrellgas has served the propane needs of homes, businesses, and farms across the United States. You might say that running a propane company is in our DNA. The success we’ve enjoyed over eight decades now is due in large part to the quality businesses we’ve acquired through the years. That’s why we’re returning to our roots and focusing more than ever on helping our best competitors complete their exit strategy.

If you’re thinking of selling, don’t forget to give Ferrellgas a call.

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