

Propane Education & Research Council

April 9, 2020

MINUTES

Chairman Robert Freeman, Freeman Gas Co. (Spartanburg, S.C.), called the meeting to order at 10:00 a.m. EDT, welcomed the council members in attendance and noted the presence of a quorum.

Dave Bertelsen, Matheson Tri-Gas (Hamilton, OH)
Nick Calabretti, Energy Transfer (Newtown Square, PA)
Kevin Cobb, Suburban Propane Partners LP (Eagle, ID)
Casey Cramton, Dead River Co. (South Portland, ME)
Daniel Dixon, AmeriGas Florence, AL) — *Vice Chairman, Marketers*
Mark Donahue, MarkWest Energy (Denver, CO)
Randy Doyle (Edinburg, VA) — *Secretary*
Phil Farris, 3eightEnergy (Denver, NC)
Gary France, France Propane Service (Schofield, WI)
Jay Furman, DCP Midstream (Houston, TX)
Jeff Kerns, ThompsonGas (Frederick, MD)
Bruce Leonard, Targa (Houston, TX) — *Vice Chairman, Producers*
Joe Rose (Loudon, NH)
Stuart Weidie, Blossman Gas (Swannanoa, NC)
Mark Zimora, Tankfarm, (Greencastle, PA)
Duncan McGinnis, Aux Sable (Morris, IL)
Mark Sutton, public member (Wagoner, OK)
Kasib Abdullah, BP (Houston, TX)
Michael Dickinson, Williams Companies (Tulsa, OK)
Brian Wilkin, Enterprise Products Operating Co. (Houston, TX)

Chairman's Report

Mr. Freeman observed that, because of the travel limitations caused by the national coronavirus crisis, this was the first time that a Council meeting was being held via video conference calling. He reviewed procedures for council members and the public to utilize the technology in order to participate.

He noted that the in-person Advisory Committee meeting scheduled for May 6-7 in Greenville, S.C. has been canceled due to the national pandemic. Working groups will meet remotely. The July 21-22 Council meeting in Beaver Creek, Colo. remains on schedule. Any changes will be announced by June 1.

Upon a motion duly made and seconded, the Council unanimously approved the minutes from the November 2019 and February 2020 Council meetings.

Mr. Freeman reported that the 2019 audit of PERC was completed in March 2020. PERC received a clean opinion, which is referred to as an unqualified opinion. Upon a motion duly made and seconded, the Council unanimously approved the report.

Mr. Freeman presented the Executive Committee's recommendation of officer nominations for one-year terms starting with the July 2020 Council meeting. Nominees were Daniel Dixon, chairman; Casey Cramton, vice chairman (marketers); Bruce Leonard, vice chairman (producers); Jeff Kerns, treasurer; and Stuart Weidie, secretary. No other nominees were received from the Council, all positions were uncontested, and the nominees were accepted for each office.

Chief Executive Officer's Report

PERC President and CEO Tucker Perkins spoke about the impact that the novel Coronavirus was having on PERC operations and on the industry as a whole. He reported that PERC and NPGA have collaborated to help propane marketers with safety and customer service issues during the crisis, including two recent webinars that drew 650 attendees.

He said the closing of businesses and schools nationwide has particularly hurt propane sales to those market segments. Combined with a warm winter, the shortfall in sales could impact the PERC budget by an estimated \$1.2 million to \$4.5 million depending on the duration of the pandemic. Any formal adjustments to the 2020 budget will be made at the July Council meeting.

Industry Relations Programs Report

Senior Vice President of Industry Relations Bridget Kidd presented a plan to generate awareness about the propane industry and its career opportunities and drive engagement with propane companies with job openings or entities offering workforce recruitment programs. The plan outlined steps to bridge the gap between education needs and existing resources, partnering with existing organizations and driving awareness through communications and marketing.

Upon a motion duly made by Mr. Cobb and seconded, Council unanimously approved [Docket 22494: 2020 Workforce Outreach Support](#), \$250,000.

Upon a motion duly made by Mr. Dixon and seconded, Council unanimously approved [Docket 22495: 2020 Technical School Grant Program](#), \$400,000.

Upon a motion duly made by Joe Rose and seconded, Council tabled a third workforce outreach proposal: [Docket 22500: PERC Region 2 Military Education & Recruitment Program](#), \$196,337.

Upon a motion duly made by Mr. Rose and seconded, Council unanimously approved [Docket 22511: Training Tablets](#), \$12,230 to permit the Propane Education Foundation of Alabama to use its state rebate funds to purchase 26 tablets to use for workforce classroom training and exams.

Industry Safety and Training Programs Report

Vice President of Safety, Education and Compliance Eric Kuster updated the Council on the use of PERC's new Learning Center for safety training and certification through the first quarter of 2020. He reviewed the previously approved pricing structure for training, certification and optional employee tracking tools for industry and non-industry users on the Learning Center platform and presented a five-year revenue projection based on those fees.

Mr. Kuster noted the recent completion and deployment of the new Commercial and Industrial Consumer Safety brochure and the HVAC and Plumber Technical Training Program curriculum.

Both are available in the catalog. Two additional programs – CSR Safety and Sales Training and an updated version of Dispensing Propane Safely are nearly completed and expected to launch by the end of April.

Communications Report

Senior Vice President of Communications Tina Wilson provided an update on development of an Environmental Messaging and Thought Leadership campaign. The project distilled the work of the Council's Environmental Task Force as well as multiple consumer research initiatives by both PERC and NPGA. The plan aims to raise the profile of propane in the national debate about clean, affordable energy options while providing marketers resources to use in their local communities.

Public Comment

Leslie Anderson, president and chief executive officer for the Propane Gas Association of New England, spoke in support of expanding the use of Veteran Education & Transition Services for a military education and recruitment program.

By unanimous consent, the Council adjourned at 12:47 p.m. EDT.