

**EAST TEXAS COUNCIL OF GOVERNMENTS
East Texas Clean Cities Coalition (ETCCC)**

Steering Committee Meeting

**Wednesday, April 10, 2002, 2:00 p.m.
Conference Room
East Texas Council of Governments
3800 Stone Road
Kilgore, Texas**

MINUTES OF MEETING

1) Call to Order: Clean Cities Coordinator Rick McKnight, ETCOG

Mr. McKnight called the meeting to order at approximately 2:00 p.m.

2) Welcome and Introduction

Attendees introduced themselves and stated the organization they represent.

Attendees:

- Jimmy Skeen, AEP/SWEPCO
- Lank Easterling, Independent Gas Co.
- Tracy Harper, Texas Railroad Commission
- Susan Decell, Texas Railroad Commission
- George Baker, City of Tyler
- Jeff Frasier, Ford Motor Company
- Glory Williams, Tyler Transit/City of Tyler
- Roxanne Mackey, East Texas Council of Governments
- Rick McKnight, East Texas Council of Governments
- Mark Sweeney, East Texas Council of Governments

3) Discussion and approval of ETCCC Steering Committee meeting minutes of February 13, 2002

The committee was unanimous in approval and the minutes were passed without any incidence.

4) Coalition Updates

a) Clean Cities Regional Coordinators Workshop

Mr. McKnight discussed the Clean Cities Regional Coordinators Workshop in Salt Lake City, Utah attended by Mr. Sweeney and

himself in March. The workshop provided an opportunity to interact with the approximately 25 Clean Cities Coalitions in the Denver/Dallas Region. Training was also provided by the National Clean Cities, Inc. staff on developing self-sustaining coalitions. Mr. McKnight also mentioned that he would be attending the National Clean Cities Conference and Expo held in Oklahoma City in May. All stakeholders and interested parties are invited to attend this conference. Registration is available for multiple or single days.

b) National AFV Day Odyssey and Advancing The Alternative Fuel Choice Event

Mr. McKnight noted that several coalitions in Texas were hosting or partnering in the National AFV Day Odyssey. This is a nationwide effort to promote and raise awareness of AFVs. These events are similar to an Advancing the Alternative Fuel Choice Event that the East Texas Clean Cities Coalition (ETCCC) plans to hold in the fall of 2002. The committee suggested that a date be chosen that did not coincide with the beginning of the school year in mid to late August. Avoiding these dates would increase the possibility of representatives from school districts being able to attend the event. Jeff Frasier suggested combining the event with another community event in order to increase attendance and exposure. Mr. Skeen noted that both the East Texas State Fair, in Tyler, and the Gregg County Fair, in Longview are held in September and are well attended. It was noted that both indoor space and outdoor display space could be rented. AFVs could be displayed and Clean Cities related material distributed to a large number of people.

c) NETAC and Clean Cities Website

The regional air quality effort, known as Northeast Texas Air Care organization (NETAC), will be developing a website dedicated to air quality efforts in East Texas. A section of the NETAC website will be dedicated to the East Texas Clean Cities Coalition. The site is designed as an educational and outreach tool. The ETCCC section will serve to pass along the environmental and energy security benefits of AFVs. The website will be completed by the end of May and be located at www.netac.org.

d) East Texas Clean Cities Logo Contest

As discussed at the February 13, 2002 Steering Committee meeting, ETCCC will hold a contest involving local school

districts to develop a customized logo representative of East Texas and alternative fuels. Mr. McKnight has established a set of rules and guidelines to be distributed to the schools. Entries will be viewed and a winner selected at the June 10, 2002 Steering Committee meeting.

5) What DOE looks for in a Clean Cities Coalition

Mr. McKnight gave a brief description of the characteristics the DOE looks for when designating a new clean cities coalition. New coalitions should contribute to the national goals of 1 million AFVs on the road and 1 billion gallons of alternative fuel used in vehicles by 2010. To reach these numbers each coalition is responsible for increasing the number of AFVs in its region by 17% annually. Coalitions that do not meet the 17% requirement add to the responsibility and burden of other coalitions. Designation criteria have become more stringent as more has been learned about what it takes to make a coalition successful. Coalitions will not be designated until they demonstrate a commitment and progress to build an AFV market. Also coalitions cannot expect a designation or access to DOE grants to make them successful. Some characteristics of successful coalitions are: growing number of AFVs on the road to support infrastructure, municipal commitment, state commitment, strong utility leadership, active stakeholders, and political involvement/support. It was also noted there is nothing preventing a non-designated coalition from pursuing alternative fuel activities under the Clean Cities umbrella. It was also noted there is no magic formula for Clean Cities designation. Mr. Easterling asked if any current coalitions exist in a mostly rural setting as East Texas. It was noted there are several examples of coalitions in rural areas such as The Red River Valley Coalition in North Dakota and Coalitions in Vermont and New Hampshire. The DOE also takes into account the population of an area when looking at the number of AFVs operating in that area. The number of AFVs in operation is one of the factors used to decide if a coalition will be designated.

6) East Texas Clean Cities Coalition Program Plan Update

An update regarding the program plan for ETCCC was given by Mr. McKnight. A rough draft of the Table of Contents and the Goals and Objectives portion of the plan was distributed to committee members present. A rough draft of the entire program plan will be distributed at the next Steering Committee Meeting in June. To develop a successful plan the input of thoughts and ideas from committee members is needed.

7) Alternative Fuel Vehicle Fleet Buyers Guide

This web-based interactive tool allows fleet managers and interested individuals to find valuable AFV information and determine if mandates and incentives apply to them. The tool was developed to help make informed decisions regarding

AFVs. The guide can be found at www.fleet.doe.gov on the internet. You can access information based on fuel used or the type of vehicle needed. A glossary of terms, refueling site information, and links to emissions information to calculate emissions benefits are part of the Buyers Guide.

8) General Discussion

Throughout the meeting various topics were brought up and discussed. This section highlights those most important to the success of ETCCC. Among those discussed was the role of hybrid vehicles in the Clean Cities program. Because hybrids consume conventional gasoline, they are not considered AFVs and do not count towards coalition goals of increasing alternative fuel use. Mr. McKnight also stated the need to recruit new stakeholders from various companies and agencies, such as the Brookshires and Target Distribution Centers in Tyler.

9) Wrap-up and Adjourn

There being no further items or suggestions, the Steering Committee adjourned at approximately 4:00 p.m.