

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

**Steering Committee and Stakeholder Meeting**

**Wednesday, February 12, 2003, 2:00 p.m.  
Large 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

- Patty Scarborough, East Texas Council of Governments
- Brenda Fannell, Longview MPO
- Dan Deaton, U.S. Department of Energy
- Mark Sweeney, East Texas Council of Governments
- Rick McKnight, East Texas Council of Governments

**3) Discussion and approval of ETCCC Steering Committee meeting minutes of December 11, 2002**

The minutes for the December 11, 2002 ETCCC Steering Committee will be approved at the April 9, 2003 ETCCC meeting.

**4) Update on alternative fuel related events**

Various activities related to alternative fuels are taking place in East Texas. The Longview City Transit project is set to begin operation in the middle of March. The City has purchased 8 buses that are dedicated propane transit buses. In addition to the 8 buses purchased by the City of Longview, the ETCOG Rural Transit District has purchased 6 dedicated propane buses to operate in the 14 county region. The City of Tyler has recently approved the purchase of 2 similar dedicated propane buses to add to its fleet of transit buses. In other activities the

ETCCC coordinator recently attended the Southwest Clean Airport Conference held in Dallas in January. ETCCC will also attend the Dept. of Energy's Western States Regional Clean Cities Conference in San Antonio in early March. Rick McKnight will give a presentation on the activities of ETCCC for CY 2002 during this conference.

**5) Review of DOE Regional Support Office's comments on East Texas Clean Cities Coalition Program Plan and changes made by ETCCC on plan (updated plan will be handed out at meeting)**

The 1<sup>st</sup> Draft Copy of the ETCCC Program Plan was submitted to the Regional DOE Office in Dallas in October 2002. The plan was received back along with comments and suggestions to improve the plan. During the December meeting of ETCCC those in attendance provided suggestions on addressing the DOE comments. The plan has been changed to reflect the suggestion of the Steering Committee and will be re-submitted to the Regional Office by the end of February. Once approved by the Regional Office, the plan is submitted to the National Clean Cities in Washington D.C. for official approval. Once approved at the national level, ETCCC will then be officially designated as a Clean Cities Organization.

**6) Discussion on future USDOE Special Energy Project grants**

The call for applications for USDOE Special Energy Project grants are usually released in late November or early December of every year. However due to budget delays the call this year will be in mid-February. The total amount awarded in 2002 was approximately \$4 million. Funding levels are expected to be roughly the same for 2003 projects. To be eligible to compete for this money ETCCC must have a program plan on file in Washington, D.C. The plan does not have to be approved but simply be on file with National Clean Cities. These funds are used for projects that promote the acquisition of AFVs and related infrastructure, provide cost sharing for Clean Cities Coordinator position (please note that the cost share must be 50% of the total project budget, including the coordinator's salary), and to provide specialized training related to the deployment of AFVs in niche markets. A grant to provide funding for the position of Clean Cities Coordinator for FY 2004 is considered a top priority for ETCCC.

**7) Other Business**

The next meeting of the ETCCC Steering Committee will be on Wednesday, April 9, 2003, at 2:00 p.m. The location of the meeting will be the East Texas Council of Governments Office in Kilgore, Texas.

**8) Wrap-up and Adjourn**

There being no further items or suggestions, the steering committee adjourned.