

Agenda for the 3rd Meeting of the Stakeholders of the East Tennessee Clean Fuels Coalition

When: 11am – 1pm, Thursday, June 13, 2002

Where: The Copper Cellar on Cumberland Avenue, downstairs

Lunch: Ordering from a selection of 4 lunch items

1. Brief overview of what is to be covered that day
2. Quick introductions around the room (name and business/affiliation); to allow new people to meet the other members of the coalition
3. Briefly discuss June 25th event and the June 29th Nine Counties - One Vision event. We need for 1-2 people to volunteer to assist with manning an ETCFC booth the last Tuesday in June (25th), and see if anyone is interested in participating in the 9C-1V's Environmental Preservation Task Force Development Summit on the 29th (for more information on this event, see here - <http://seris.info/9c1v/sustainability/invite.html>).
4. Quick information on the Web site: www.etcfc.org. Work progresses toward creating a more complete site, with as much information as possible on alt fuels and on-going activities in East TN. Please direct any comments or questions to Jonathan.
5. Committee work:
 - a. Steering Committee (SC). The following seven (7) people are interested in serving on the SC:
 - Stuart Brabston, Ted Russell Ford
 - Teresa Cantrell, Great Smoky Mountains National Park (GSMNP)
 - Wayne Davis, Civil and Environmental Engineering Dept, UTK
 - David Deputy, Amerigas Propane
 - Mark Hairr, Knoxville Area Transit (KAT)
 - Dejim Lowe, TVA
 - Carla York, Ebus

The plan at this point is to simply suggest this team be the SC for the first year, and ask for any objections. With none, they will be accepted for the first year; with any objections, we will discuss our options. After that, we can briefly discuss on what frequency the group thinks the SC should be voted on in the future (i.e., every year, every two years, every three years).

- b. Working committees (WCs): 1) AFVs and Infrastructure, 2) Education and Marketing and 3) Legislative. We need everyone to think about which committee they either would like to work on or think they can best contribute to, and inform the group at the June meeting which WC they want to serve on. Also, we will need to elect/select co-chairs for each WC. Between the June and July meetings, we will need to start developing and prioritizing what each WC would like to work on. Will also propose that in July meeting, WCs start spending ~30 minutes putting together their ideas. Beginning ideas:
 - AFVs and Infrastructure: We have some development here already, which helps the coalition as a whole. The work KAT is doing that is propane based (purchasing 6-10 hybrid-electric propane-fired buses for city service) and the work that the TN Air National Guard is doing that is propane and natural gas-based (building infrastructure so that they can then purchase/fill Air National Guard alt fuel vehicles) will definitely help. However we need to find some large and some small project ideas that are anywhere within the borders of East TN. Read more here **.
 - Education and Marketing: Need to develop some pamphlet-like information for distribution at any and all events; continue Web site work; start selecting first audiences we should work to educate on the plusses of alt fuels. Also, Jonathan spoke with David Dunagan about obtaining some funds from DOE-Atlanta to put on an "Advancing the Choice" event, which can serve any of several different purposes. One attractive option at this point is to offer a ~1/2 day event geared toward educating local/regional private fleet managers to the plusses of alt fuels, having industry representatives attend to answer specific questions that fleet managers have (about vehicles and fuels). Alt fuel vehicles can be included to help the discussions if available (which we can work on getting). The reason this idea is singled-out is that one of the weak points right now in coalition development is a lack of private fleet manager involvement. This is perhaps where coalition members can contribute most -- identifying private fleets that Jonathan could contact to educate to the ETCFC.

- Legislative: Very important here! - must coordinate state-level initiatives/ideas with the Middle TN CC Coalition to make sure state hears us as one voice. Tax-based ideas (although this particular climate isn't the best to be coming up with tax-based proposals in) includes ideas like moving or adding some of the state fuel tax income that currently goes to road building to developing alt fuel infrastructure, state-level tax credits for alt fuel vehicle purchasing, etc. Another option might be to pose legislation that mandates that all diesel sold in the state contain at least 2% biodiesel (MN first state to pass such legislation). I would like to see this group come up with ideas that support both infrastructure development and vehicle purchasing (or direct alt fuel usage like the last idea). The following Web site details what other states have done in terms of state laws and incentives and should definitely be used as a resource for researching ideas: ([http://www.fleets.doe.gov/fleet_tool.cgi?\\$\\$,benefits,1](http://www.fleets.doe.gov/fleet_tool.cgi?$$,benefits,1)). City and county-based ideas are also needed!

Co-chair responsibilities will include primarily organizing the work that their WC does, delegating smaller specific tasks to WC members, and reporting WC results/ideas to the Coordinator and to the coalition. If co-chair selection is not completed by the end of the meeting, Jonathan will select individuals and contact via phone about serving.

5. Dues structure. Jonathan will present a proposed dues structure for the ETCFC, and will be looking for feedback. An important part of this discussion will be related to the dues structure's importance as a fundraising mechanism for covering the coalition's base costs. Start obtaining feedback on what level stakeholders think they would like to participate at based on the dues structure.
6. ****Goals and Objectives development.** This is perhaps our most important activity, as the national program will look over our plans for developing the regional market with much scrutiny. As a reminder, our goals and objectives, collectively, must address the following categories of development:
 - a. Increasing the number of AFVs on the road in our community,
 - b. Increasing the number of alt refueling/recharging stations to support AFV use in our community,
 - c. Recruit new stakeholders (*special emphasis must be placed on increasing private fleet participation*),
 - d. Promoting incentives to increase alternative fuel use,
 - e. Communicating Clean Cities messages to the public, and
 - f. Fund raising.

There are several things to think about here. Each stakeholder/member needs to be involved somehow in at least one goal/objective. Thus, it is important for stakeholders to be thinking about what project ideas they see that they think their organization would like to work toward. At this point, these project ideas don't have to be complete with funding sources, as Jonathan will discuss each project idea with potential participants to determine what funding sources are available and might fit the project, if necessary. Additionally, we need to be thinking about larger and smaller projects that we can and should be working on. One that Jonathan has mentioned before is school buses. There are on the order of 30 counties in our region right now and more than likely at least one school organization would be interested in looking at the feasibility of converting some of their fleet to an alt fuel and building the necessary infrastructure.

I will not have much time after this particular meeting to stay and talk, because I am meeting with several folks from the Airport Authority at McGhee-Tyson airport from 1-2 pm. We will be reviewing some information on what other airports around the country have done in using alt fuels, and looking at opportunities to use alt fuels on both sides of the airport at McGhee-Tyson -- on the public side in transit vehicles and on the tarmac side in airplane service vehicles.