

Agenda for the 5th Meeting of the Stakeholders of the East Tennessee Clean Fuels Coalition

When: 11am – 1pm, Thursday, August 29, 2002

Where: The Copper Cellar on Cumberland Avenue, downstairs

Lunch: Ordering from a selection of 4 lunch items; please pay Gail \$10 for the lunch

1. Brief overview of what is to be covered today - handouts include this sheet and
 - ▶ data on transportation's percent contribution to total emissions
 - ▶ some of the Coordinators' meeting coalition updates
 - ▶ letter from Southern Air Principles governors to President Bush
 - ▶ article on foreign oil dependency
2. Quick introductions around the room (name and business/affiliation)
3. Remind everyone that it is important to keep up with AFV use and alternative fuel consumption (even electricity) as new projects get underway. Specifically, we need to be able to track miles traveled and fuel used so that we can calculate oil displaced and environmental savings!
4. BIG PICTURE - Discuss what progress has been made in the last month:
 - ▶ Presented our effort to the Knoxville Area Chamber Partnership; don't think we'll pursue any further discussions with them at this time
 - ▶ Presented our effort to the Knoxville Zoo; they already utilize some electric vehicles - open to other opportunities
 - ▶ Met with Butch Irick of the Mechanical, Aerospace and Biomedical Engineering (MABE) Department at UTK; traded information on alt fuels and alt fuel projects (he works on the Future Truck effort)
 - ▶ Have almost completed nonprofit incorporation; also working on UT-nonprofit relationship (more below)
 - ▶ Attended the biannual Clean Cities coordinator's meeting in St. Paul (more below)
 - ▶ Met with Stuart Brabston to start determining potential costs for the coalition's dual fuel F-150 (discuss current status at pt. #11, including TRF's contribution to coalition costs)
 - ▶ Received call from Big South Fork National Park superintendent Reed Detring; he wants to use E85 in his Taurus wagon; gave him phone number of person to call about supplying fuel
 - ▶ Beginning fleet database building with assistance of Mike Conger (Knoxville TPO; discuss more at pt. #13)
 - ▶ Letter to Frist written (Ashe, Wamp and Duncan will be next; Ashe focus on city benefit, Wamp focus regional benefit + national benefit + environment, Duncan focus on Park)
 - ▶ Proposal to Knoxville TPO for CMAQ funding almost complete (took much time - 10 page proposal); should be on its way to Jeff Welch by next week
 - ▶ Bylaws started -- will have copy ready for September meeting for coalition review
 - ▶ 3 companies/organizations have declared their membership level (EERC-Founding, IdleAire-Silver, ORNL-Founding); 2 others are close to determining membership (Ted Russell Ford, TVA); several others are in the process of seeing what they can do (AmeriGas, Ebus, KAT, Sevier County and associated cities)
5. BIG PICTURE - To do in September:
 - ▶ Program Plan - keep building
 - ▶ Current state of alt fuel and AFV use - finalize current data and ascertain if **survey** will be necessary
 - ▶ Bylaws - prepare first draft for coalition review
 - ▶ Complete nonprofit incorporation; develop coalition checking account and further discussions with UTK about overhead reduction
 - ▶ Complete Ashe letter
 - ▶ Start the discussion about our first "Advancing the Choice" event. Who do we focus on? Fleet managers in Knox County? School bus fleet managers across several counties? Other opinions on this?
 - ▶ Work with multiple people to move fleet database forward
 - ▶ Move closer to finalizing dual fuel F-150 order
 - ▶ Continue membership and project discussions with all stakeholders/members
6. Convey the state of nonprofit incorporation, and why it was chosen to incorporate through National Clean Cities, Inc. (NCC, Inc.). Main reasons include
 - ▶ Fundraising information and assistance,
 - ▶ A voice in NCC Inc.'s legislative efforts,
 - ▶ The opportunity to ally with other chapters to seek joint chapter funding otherwise unavailable to individual chapters,

- ▶ Access to funds raised by NCC Inc.,
- ▶ Access to other inexpensive services, and
- ▶ 501(c)3 status by virtue of being a chapter of NCC, Inc.

The following is what has been accomplished in moving to full nonprofit status:

- ▶ Have requested and obtained a federal EIN number (75-3073054)
- ▶ Have requested and obtained nonprofit incorporation in the state of TN (effective date 8-12-02) as the "East Tennessee Clean Fuels Coalition"
- ▶ Have requested and obtained tax exempt status from the TN Dept. of Revenue (acct. #780098897)
- ▶ Have completed the forms required by National Clean Cities, Inc. for joining. All that remains is to mail in these forms and complete our bylaws that include information about our association with NCC Inc.

Also on this point, have been discussing with UT how to handle moving funds between nonprofit account and UT account; have conferred with UT about reducing/removing overhead charges - work on this is still underway, but promising.

7. Open for discussion the way membership dues/fees are intended to be utilized. Primary ways include 1) covering Coordinator role costs including labor, phone, duplication and traveling to certain events and 2) education and marketing initiatives, which includes such costs as creating and producing coalition information for distribution (e.g., brochures), payments on the Coalition vehicle and billboard usage. (If CMAQ money comes through, will have \$20k annually for covering E&M costs, thus need to use membership dues for such will be reduced.) OK?
8. Discussing membership/dues structure: Reopen discussion of what the "Supporting Partner" cost should be (in the Membership/Dues structure). Is currently set to \$25, and want to consider dropping it to \$10. Reason is that the actual amount itself doesn't do much to help the annual bottom line of the coalition's core costs, and a reduced amount would make it easier for individuals and nonprofits to join (and hopefully participate!). Additionally, there might be other benefits to members, that reducing the cost would help, like reduced fuel costs (as an example, members could buy propane at a reduced price [\$0.75/gallon] when purchasing at AmeriGas locations).
9. Brief summary of Coordinators' meeting in St. Paul.
 - ▶ Much discussion about ethanol and propane projects! Need to get back on the E85 warpath (see point #10). Plant being built about 50 miles north of Nashville - to be online sometime in 2003 I think. Spoke with Ed White (of PERC) and Kevin Vick (of Bi-Phase Technologies - makers of a liquid injection system for propane vehicles). Perhaps PERC or Bi-Phase could cost share in a propane proposal. Also need to stay in contact with Curtis Donaldson of CleanFuel USA to look for propane partnering opportunities.
 - ▶ Shelley Launey reviewed national issues. Main impact on us is apparent desire by AFV makers to either sell more AFVs, or else they can't justify continuing current production levels.
 - ▶ Discussion of infrastructure sharing. More projects we find where multiple companies/counties/etc. can share infrastructure, easier it is to get each contributor's (e.g., their) capital costs reduced.
 - ▶ Coordinator reports - all kinds of activity (some example reports included in this packet - go through briefly).
10. E85 opportunity is still open! We recently (June) contributed to a joint E85 proposal that would have brought funding to help establish a local, public E85 station. I spent a significant amount of time in discussion with Pilot Oil and others to put together all the necessary information. To make our proposal as strong as possible, we needed to include info on what local fleets would begin using the infrastructure, and estimate of how much they might use, how the project would be cost-shared with other participants. Pilot and I were working toward figuring out if one of their locations would be a viable candidate for such a station, and the communication broke down. As long as the ethanol is not produced locally, we would be helping our coalition, the local environment and reducing national dependence on foreign oil by increasing E85 utilization in East TN. I want to re-ignite the pursuit of finding a fleet that would be interested and a local station that would be interested in participating, but want some feedback from the stakeholders first. (Part of the reason for this is that it is quite possible that national Clean Cities will tell us that we do not have enough AFVs on the road when we submit our Program Plan. There are many state fleet vehicles and perhaps we could at least begin with them potentially using the fuel, and try and find another fleet that could also use the fuel (USPS is the first that comes to mind). And these vehicles already exist -- all that they need to be counted is alt fuel in the tank.)
11. Get project updates (KAT, Ted Russell Ford, Sevierville/Sevier County)
12. Start brief discussion of what involvement should be for each member: 1) membership, 2) participation in coalition meetings & Working Committee and 3) project participation. Discuss for each member in attendance, including these:
 - 1) AmeriGas [y] (fuel for coalition vehicle; other propane projects?)
 - 2) AVS Bus [n]
 - 3) City of Alcoa [n] (AFV project?)
 - 4) Ebus [y] (Knoxville and Sevierville opp.s; what about other cities?)
 - 5) ETVI [n]

- 6) EERC [y] (discussed briefly with Barkenbus - will look out for opportunities that are alt fuel-based)
- 7) Ted Russell Ford [y] (coalition vehicle purchasing, other?)
- 8) Foundation for Global Sustainability [y] (biodiesel or ethanol work?)
- 9) GSMNP [y] (biodiesel opportunity?)
- 10) IdleAire [y] (Each unit is an AFV??)
- 11) JIEE [n] (perhaps ethanol work assistance?)
- 12) KAT [y] (sweeper, vans and buses)
- 13) Knoxville Regional TPO [n] (database support)
- 14) Knoxville Zoo [y] (more electric or propane people movers?)
- 15) McGhee Tyson Airport [y]
- 16) ORNL [y] (current work, and expansion?)
- 17) Sevier County - Sevierville/Pigeon Forge/Gatlinburg [y] (hybrid bus potential)
- 18) Suburban Propane [n] (propane projects?)
- 19) TVA [y] (electric vehicle projects? - maybe an airport opp.)
- 20) UTK-C&EE [n] (campus mass transit; educational component?)
- 21) UTK-MABE [n] (educational component?)

*[y] = have started discussion of membership; [n] = have not started discussion of membership

13. Pre-WC discussion #1. Fleet database development is key to doing much of what we want to do (e.g., build membership, educate fleet managers, find potential project partners, develop projects). Before we discuss Working Committee issues, we need more folks to help out with the fleet database development effort. Mike Conger started it by contacting Knox County Clerk's office; I followed up this morning - Rodney Lane & Bud Childress are helping us try and put together fleet-specific data from their office. Can we do the same for other counties (e.g., Anderson, Blount, Hamilton, Sevier, Sullivan)? Does anyone have other perspectives on the best way to obtain fleet data? (Efforts at the state level proved futile thus far.)
14. Pre-WC discussion #2. Potential dates for the September meeting. September 19th (Tuesday) and 26th (Thursday)? Or if necessary, we can postpone until first of October - 1st (Tuesday) or the 3rd (Thursday).

15. Working Committees

- a. AFVs and Infrastructure: We have some development here already, which helps the coalition as a whole. The activities of this WC fall into the following categories:
 - ▶ Increase AFV Acquisitions In Existing and New Fleet Markets,
 - ▶ Increase Alternative Fuel Usage Among Existing AFV Owners (ORNL, state fleet, USPS, UTK),
 - ▶ Develop Alternative Refueling Infrastructure (think public first, then private), and
 - ▶ Develop Clean Fuel Corridors along I-40, I-75 and I-81 (has to be publicly accessible).
- b. Education and Marketing: Some basic needs/activities that fall within this group:
 - ▶ Coalition **logo**. Jonathan working on - will present several ideas as the September meeting.
 - ▶ Develop a **pamphlet** for distribution at any and all events. Bob Stahlke is working on this. He now has copies of three other coalition brochures/pamphlets and is working toward developing a first draft for this coalition.
 - ▶ Continue **Web site** work; Web site is intended to be major information and education portal for this coalition. (Jonathan will keep working on this, but is open to any and all ideas for other ways to
 - ▶ Develop what information you think should go on a **billboard**. Needs to have logo, fairly simple sentence about what we're doing and logos of Founding Partners. We need creativity here.
 - ▶ "**Advancing the Choice**" event can serve any of several different purposes. One 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 (hopefully we'll have dual fuel F-150 by then; maybe CNG dedicated police car, Civic hybrid from Honda/Toyota of Cleveland?, others?). Let's discuss this event before we discuss EarthDay or the National AFV Day Odyssey (see book - might be helpful for Advancing the Choice event). Carla - any interest in taking a lead on this?
- c. Legislative: One option is to work on getting the price of biodiesel down. Perhaps looking into a way for some entity (e.g., state, grant, nonprofit or federal contract) to help buy-down some of the cost of a gallon of B20 (about \$0.15 - \$0.20 more expensive per gallon than petrodiesel). Even a nickel or dime per gallon would help some organizations like the GSMNP move closer to B20 use. (Discuss biodiesel use here for a few moments: energy efficiency, life-cycle GHG reductions, future NOx reductions due to 2006 legislation [post-combustion treatment devices]; utilizing biodiesel now, and harvesting all the benefits that come with such use should be good baby steps toward greater use after 2006 when NOx emissions should go down significantly). Middle Tennessee is working on getting B20 in the

metro Nashville fleet - and is 90% of the way there! I believe they will be purchasing their fuel from Griffin Industries in Kentucky.

Again, key resources for this WC are this Web site (details what other states have done in terms of state laws and incentives - [http://www.fleets.doe.gov/fleet_tool.cgi?\\$\\$,benefits,1](http://www.fleets.doe.gov/fleet_tool.cgi?$$,benefits,1)), and the FY01 Coalition Success Stories information.