



**Draft Minutes of the Board of Directors Meeting
January 20, 2011, RVTD Conference Room, Medford, OR**

Board members in attendance: Mike Montero (RVACT, MPO), Julie Brown (RVTD), Wayne Kauzlarich (DEQ), John Vial (Jackson County Roads), Steve Vincent (Avista), Mike Quilty (MPO), Gary Hall (Gary Hall & Associates). Guest: Adam Hanks, project manager for City of Ashland administration. Staff: Sue Kupillas (RVCCC Coordinator) and Melissa Stiles (RVCCC). Absent: John Becker (DEQ)

Toyota Electric Plug-in Prius Demonstration: Adam Hanks, project manager for the City of Ashland administration, introduced board members to the electric vehicle that the City of Ashland Conservation Staff is currently testing. It's one of 150 Electric Plug-In Hybrid Prius prototypes on the road in the United States (600 globally) that have been deployed by Toyota for driver feedback and performance and usability testing. The Oregon program is managed through Portland State University, which was awarded 12 of the prototypes to assist in the research project. Ashland will test the vehicle through mid February before sending it to another Oregon community. City Staff received the vehicle in late December from the City of Eugene. This free test period provides city staff an opportunity to evaluate the use of electric vehicles for routine city work, learn the technology associated with the vehicles and consider how it might be incorporated into the city fleet.

Treasurer's Report: Steve Vincent presented a transaction detail report for January 2009 through December 2010. The report indicates an account balance of \$15,302. He indicated a data entry error regarding a \$13,750 deposit, which should have been from LTI (Clean Cities USA). He thanked Rogue Valley Foundation for administering the Rogue Valley Clean Cities Coalition financial account. Mike Montero and Steve Vincent agreed the coalition needs a statement of cash flow associated with the projects planned for 2011. They directed Melissa Stiles to develop a cash flow spread sheet and cost accounting system.

Electric Vehicle Charging Units: Staff presented a memo regarding a telephone request from David Mayfield of ECotality to prioritize proposed sites for charging station installation. Board members asked about the market segment that could afford to purchase electric vehicles. Adam Hanks said Ashland has identified three locations for electric chargers, the plaza, the parking structure and Lithia Pioneer square. The City is helping to facilitate non-public sites such as Ashland Springs Hotel and Oregon Shakespeare Festival. It's unclear how ADA parking requirements will mesh with electric charging spaces. The City of Ashland's research includes Coulomb, Shorepower and Blink(made by ECotality) units. The City is looking at payment processing options



between the units such as smart card only vs. credit card and smartphone payment and map locator options.

The City of Ashland's research also involves annual costs and contract details associated with the manufacturers. The proposed agreement with ECOtality is that ECOtality would provide charging units free of charge during the two-year EV Project related data collection period and the city would provide power. What occurs after the EV Project conclusion is not known at this point.

Rogue Valley Clean Cities Coalition board members suggested a charging station at the Costco shopping center to accommodate Highway 140 or Highway 62 traffic, the movie theaters at Medford Center and Rogue Regency, which hosted a hydrogen car tour in recent years. Julie Brown suggested a charger near RVTD's transfer station downtown to serve the college and library. Mike Montero suggested local hospitals, which draw people from a five-county region. Mike Quilty said some hospitals already have RV sites with heavy duty electrical service available and long-term parking. The hospital RV sites might be an easy inclusion for electric charging stations. Gary Hall said gas stations could not accommodate Level 2 chargers because of lack of parking spaces for vehicles charging four to six hours. However, gas stations may be able to accommodate Level 3 chargers, which can replenish a battery 80 percent in 10 to 15 minutes. Attendants would be required for Level 3 chargers because of the higher voltage. The state of Oregon has funding for Level 3 chargers while ECOtality has funding for Level 2 chargers. Steve Vincent suggested ECOtality research consumer demographics to determine who can afford an electric vehicle purchase, and where they might plug in. John Vial said the board should respond to ECOtality's request with a list of suggested sites based on the discussion at the meeting. He said the Rogue Valley Clean Cities Board does not conduct market analysis and should only offer suggestions.

Coordinator's Report: Sue Kupillas received an email from Bob Smith requesting the City of Medford and Rogue Valley Clean Cities Coalition work together, especially if funding becomes available for alternative fuel projects. Medford City Councilman Al Densmore has also expressed interest in alternative fuel projects.

Sue Kupillas presented the board with an insurance premium quote of approximately \$1,200 annually. Board members agreed to postpone the purchase of liability insurance until funding levels increase.

Other Business: Mike Quilty gave a report about meeting Dave Taylor, consumer affairs director for Electric Mobile Cars in Dallas, Texas. The company manufactures a 7-passenger mini van, light-duty truck and other vehicles at a plant in Scarborough Industrial Park in Maine. (http://www.electricmobilecars.com/Electric_Mobile_Cars/Home.html.) Mr. Taylor plans to drive an electric vehicle on a West Coast tour and would like to stop in Medford for a Clean Cities event. He also noted that the Schwan trucks operating in the Rogue Valley are fueled by propane. Schwan will be included in the fleet survey.

2011 Schedule: The board agreed to the 2011 schedule with the following changes: RVCCC will join RVTD at the Earth Day in Ashland instead of the Jackson County Fair; the February fleet forum will be held on June 15 at the county auditorium. John Vial said Jackson County can showcase the fleet's newly-converted propane vehicles. Sue Kupillas showed the board the Department of Energy materials that will be used for the First Responder conference in August. Adam Hanks said the Ashland fire chief would be interested in attending. Steve Vincent said Avista provides annual training to First Responders and could possibly incorporate that training into the Rogue Valley Clean Cities Coalition event and help with costs. Mike Quilty mentioned the City of Central Point has a lab with 24 computers that may be available for training. The board reminded staff of the importance of developing a cost spreadsheet associated with the events. Steve Vincent made the motion and John Vial gave the second and board members unanimously approved the schedule. The board discussed contracting with Mike Quilty to conduct fleet surveys in fulfilling a Department of Energy requirement. A contract must be written and Mike Quilty must resign the board. Steve Vincent made the motion, Julie Brown gave the second and all said yes in favor of contracting with Mike Quilty.

Next Meeting: The board will meet for a propane update, news conference and ribbon cutting for the 24-hour card lock propane fueling station, noon to 1 pm Wednesday, February 9 at Blue Star Propane, 6096 Crater Lake Avenue, Central Point, OR 97502. To reach Blue Star, follow Crater Lake Avenue past Kia, Butler, Vilas and look for blue propane tank on right.