



Minutes  
Executive Committee  
Conference Call  
December 16, 2008

The following members were in attendance:

John Huber	Robert Boltz
Dave Martin	Bob Hedden
Shane Sweet	John Maniscalco
Erick Slifka	Will Lawes
Sean Cota	

Mr. Robert Boltz called the meeting to order at 10:04 am eastern standard time.

Mr. Boltz made a motion to approve the minutes from the November 14, Executive Committee Meeting conference call, the motion was moved by Mr. Dave Martin and it was duly seconded.

Mr. Huber discussed that the consumer education committee received a note regarding producing a spot highlighting the return to normal prices. There was some concern about how it would impact customers with contracted gallons, and thus the spot produced is very subtle. It was also suggested that we try to highlight that the prices were only high for a short period, which needs to be incorporated in script. Some states are not in favor of this advertising because of fixed pricing. There were two 30 seconds spots that discuss price decline and that the price decline is occurring because of the efforts of the oilheating industry. There was a general discussion about the new radio ads.

Mr. Hedden discussed the Energy Audits and the new process. NECA will be implemented along the same lines as the NORA Tank Installation and Maintenance Program. There will be a one-day seminar, a test, and a certification. Certified companies will be listed on a NORA website where consumers can reference. As with Tanks, an individual need not be NORA Bronze, Silver, or Gold to become NECA Certified, however, the NECA Course will count as CEUS for the Technician Certifications. The research for this program has been completed by Mr. Hedden who has attended the BPI Training Course. A prototype seminar has been created and Mr. Hedden which has presented it six times. The reviews have been very positive. All that is left to be done is some fine tuning of the seminar, create the 50 question multiple choice test, and create the website tracking program. It has been suggested that a follow up project to NECA could be to rewrite the Gold Book to include NECA, the NORA Fuel Savings Analysis Program and all the energy conservation equipment, controls, and strategies that have been introduced since we wrote the book in 2004. Mr. Hedden made a motion to approve the new program; the motion was moved by Mr. Sean Cota and seconded by Mr. Will Lawes.

Mr. Huber discussed NORA CEU's stating that a technician can only receive CEUS for passing the on-line tests associated with the NORA videos once. The Technician may receive CEUs for attending the same live Seminar once a year. The thinking is that the on-line tests do not change from year to year, so taking the same test over results in no additional learning. Live seminars are changed every year and are impacted by other participants. Additionally, they are generally delivered in the day, and thus reflect a management decision that the seminar is worth attending more than once. Mr. Boltz made a motion to approve the new way to count CEU's; the motion was moved by Mr. Sean Cota and duly seconded.

Mr. Shane Sweet discussed the NORA Education center and the movement of the fulfillment center from a contract warehouse to NEFI. All products in warehouse were moved and accounted for; slight changes in processes were done and on-going. Mr. Sweet then discussed the NORA Education center and the updated technician database. The Ed center has a mailing going out to the manufacturers to give them user names and passwords for the database. Matthew Simmonds the IT professional has to make a code change for this action to occur. About 1000 techs have had their records individually reviewed: this includes records that had expired, were about to expire, or just in need of a renewal. NEFI will place tele-presence hardware in its classrooms and labs in January; the technology will allow NEFI and NORA Ed to stream live classroom and lab training to the web, as well as to record trainings for subsequent use. NEFI is also working on a scanning solution; this includes NEFI installing a network wide paper-to-digital scanning solution at its office and expects to use it in part to digitize. NORA Ed center will be polling all Nora educators in coming weeks seeking new available E&T content for the Ed center's 2009 product offerings. NEFI is reworking the curriculum for its 160 hour oilheat tech course the goal is to break the course into modules. This will improve the mobility, flexibility of offering and improve student-to-seat ratios for this course. Once done, we will seek to do same with other states that offer similar courses.

Mr. Huber discussed the main issue occurring in Research and Development; lowering the content of Sulfur in Fuel. The goal is to lower the sulfur emission by no later than 2012 in PA, NY, NJ, DE to 500 ppm and to the rest of the region by 2014. Following that change the goal is to take PA, NY, NJ, DE to 15 ppm by 2016 and the rest of the region by 2018. Sulfur in fuel leads to the production of sulfuric acid in the flame and formation of iron sulfate scale on the heat exchanger. Generally the sulfuric acid is sticky and provides a base for any carbon to stick to the unit. It is expected, and studies have shown, that use of a low sulfur fuel yields reduced fouling rates and cleaning requirements. There was a general discussion about the low sulfur initiative.

Mr. Robert Boltz moved to adjourn the meeting at 10:42 am eastern standard time.

Adjourned at 11:56 a.m.