



Arizona Department of Agriculture

Weights and Measures Services Division
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Weights and Measures Services Division (WMSD) Advisory Council Meeting Minutes May 9, 2019

1. Call to Order - Michelle Wilson
Michelle Wilson called to order at 10:00.
Recited ARS 3-105, the statutory requirements for the Council.
2. Roll Call and Introductions - Michele Mellott
Michele Mellott roll call:

Council Members Present:

Stephen Austin (Den Mart Convenience Stores)
Mark Ellery (The Jet Companies)
Brent Erikson (Cochise Contractors)
Lynn Hamilton (Albertsons/Safeway)

Hadley Conner (Walmart) ABSENT

AZDA Present:

Michelle Wilson
Deanie Reh
Michele Mellott
Kevin Allen
Damien DeSantiago
Vince Wolpert
Mike Brooks
Roger Fisk
Brian Sellers

Public Present:

Susie Stevens WSPA
Mark Miller AFMA

Michelle Wilson had everyone introduce themselves.

3. Review Public Meeting/Council Member Requirements - Deanie Reh

Deannie provided a PowerPoint presentation regarding the open meeting law requirements.

4. Overview of WMSD - Michelle Wilson

Michelle Wilson gave a presentation with an overview of the Division's mission, performance, and goals.

5. Selection of New Officers - Michelle Wilson

Brent made a motion to elect Mark as chairman, Stephen second. Motion passed unanimously.

Stephen made a motion to elect Brent as vice-chairman, Lynn second. Motion passed unanimously.

6. Discussion of potential topics and meeting frequency - All Council Members

Stephen raised questions to Michelle:

How do you determine where to focus attention and how much vehicle, manpower, etc. to the various inspection types - it appears there is a much larger portion dedicated to fueling? Fueling is a very important topic for the public and over 50% of complaints relate to fueling devices. The short answer is that the Division has the flexibility to figure out where resources are needed and types of inspections that are important. This can change from time to time. Sometimes we are focusing on skimming devices or fuel quality for example. The Associate Director has ultimate authority in allocation of resources.

Do those suggestions come from the public, Director, Governor? The suggestions can come from any of these stakeholders. The Associate Director reports to the Director of Agriculture who reports to the Governor. The Division develops goals within the Governor's Arizona Management System and one of our goals is to conduct inspections in underserved inspection types (such as large scales, propane, high flow diesel, weighmaster, liquid measuring devices, etc.). As shown in the presentation, we have significantly increased these types of inspections. We continue to keep the fueling and scales inspected at a rate of once every 3 years, which can be difficult due to staffing. Stephen commented about inconsistency in inspections in the past. Michelle stated that the Division has been reorganized to promote more hands-on review of inspection procedures. She also encourages businesses to call if there are questions on an inspection.

Mark suggested these would be good for next agenda items.

Lynn would like the council to figure out how each of them figures in to these topics and opportunities in each of the industries. Recommends a 10 minute report from each council member at next meeting.

Michelle commented that this would be helpful. She is aware that there are many areas where collaboration can be used to improve processes. She provided an example of licensing service technicians and how can this be improved especially with new updated computer system.

Lynn commented that the council and working with stakeholders can also help with the development of the computer system.

Michelle also mentioned another area that the Division gets involved with is when Cleaner-Burning Gasoline supply is tight. The Division is responsible to evaluate if a waiver from the federal gasoline requirements for CBG may be needed. This has been another significant topic over the past couple years.

Stephen asked what Michelle views the goals with Council (beside to meet with regulatory requirements). Michelle indicated she believes the Council will be very valuable to the Division to continue open communication with stakeholders and to gain input and support regarding WMSD activities.

Stephen also stated that he believes he is on the council to represent fuel retailers and questioned about polling others. Deannie indicates if it is one person polling stakeholders that is not a problem. She indicated it might be a problem if more than one person.

7. Call to the Public.

This is the time for the public to comment. Members of the Council may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01 (H), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date.

Susie requested a conference call number for all future Council meetings. Michelle announced that the agenda is sent out to the WMSD list-serve and posted on the website. To sign up for the list serve, go to the Department of Agriculture website, bottom of the home page where it states “get email updates with the latest news” and sign up.

8. Executive Session. Is there any reason to go into

To obtain legal advice pursuant to A.R.S. §38-431.03 (A) (3) on any matter on the agenda.

None was held.

9. Next Meeting.

The next meeting was discussed with most feeling that the council should probably meet about once every month or two months in the beginning and then move to quarterly.

Motion made by Brent to have next meeting in one to two months, second by Stephen.

Stephen motioned to amend motion for meeting in two months, Brent second.

Discussion

Stephen make a motion to amend August date to June. Lynn seconds.

Vote unanimous yes to move to June.

Michelle suggested June 27th or 28th. The council agreed on Thursday, June 27 at 10 a.m.

10. Move to adjourn.

Mark moves, Stephen seconds. Unanimous yes.