

2019 Gas State Program Evaluation

for

Minnesota Office of Pipeline Safety

Document Legend PART:

- O -- Representative, Dates and Title Information
- A -- Progress Report and Program Documentation Review
- B -- Program Inspection Procedures
- C -- State Qualifications
- D -- Program Performance
- E -- Field Inspections
- F -- Damage prevention and Annual report analysis
- G -- Interstate Agent/Agreement States



2019 Gas State Program Evaluation -- CY 2019

Gas

State Agency: Minnesota		Rating:		
Agency Status:		60105(a): Yes	60106(a): No	Interstate Agent: Yes
Date of Visit: 08/26/2020	- 10/01/2020			
Agency Representative:	John Wolfgram, Program Manag	ger		
PHMSA Representative:	Rex Evans			
Commission Chairman to	o whom follow up letter is to be a	sent:		
Name/Title:	John Harrington, Commissioner			
Agency:	Minnesota Department of Public	Safety		
Address:	445 Minnesota Street, Suite 1000	0		
City/State/Zip:	St. Paul, MN 55101			
DIGEDUCETONG				

INSTRUCTIONS:

Complete this evaluation in accordance with the Evaluator Guidance for conducting state pipeline safety program evaluations. The evaluation should generally reflect state program performance during CY 2019 (not the status of performance at the time of the evaluation). A deficiency in any one part of a multiple-part question should be scored as "Needs Improvement." Determine the answer to the question then select the appropriate point value. If a state receives less than the maximum points, include a brief explanation in the appropriate notes/comments section. If a question is not applicable to a state, select NA. Please ensure all responses are COMPLETE and ACCURATE, and they OBJECTIVELY reflect the state's program performance for the question being evaluated. Increasing emphasis is being placed on how the state pipeline safety programs conduct and execute their pipeline safety responsibilities (their performance). This evaluation, together with selected factors reported in the state's annual progress report attachments, provide the basis for determining the state's pipeline safety grant allocation.

Scoring Summary

PARTS	6	Possible Points	Points Scored
А	Progress Report and Program Documentation Review	0	0
В	Program Inspection Procedures	15	15
С	State Qualifications	10	10
D	Program Performance	50	50
Е	Field Inspections	15	15
F	Damage prevention and Annual report analysis	4	4
G	Interstate Agent/Agreement States	0	0
ΤΟΤΑ	LS	94	94
State Rating			100.0



1	Were the	e following Progress Report Items accurate?	Info Only Info Only
	Info Only	= No Points	
	a.	Stats On Operators Data - Progress Report Attachment 1	
	b.	State Inspection Activity Data - Progress Report Attachment 2	
	c.	List of Operators Data - Progress Report Attachment 3*	
	d.	Incidents/Accidents Data - Progress Report Attachment 4*	
	e.	Stats of Compliance Actions Data - Progress Report Attachment 5*	

f. List of Records Kept Data - Progress Report Attachment 6 *

g. Staff and TQ Training Data - Progress Report Attachment 7

- h. Compliance with Federal Regulations Data Progress Report Attachment 8
- i. Performance and Damage Prevention Question Data Progress Report

Attachment 10*

Evaluator Notes:

a. though i. The information was reviewed during evaluation and all information reported on the progress report appears accurate. No issues.

Total points scored for this section: 0 Total possible points for this section: 0



1	Do written procedures address pre-inspection, inspection and post inspection activities for each of the following inspection types: Chapter 5.1	5	5			
	Yes = 5 No = 0 Needs Improvement = 1-4 a. Standard Inspections, which include Drug/Alcohol, CRM and Public					
	Awareness Effectiveness Inspections					
	b. TIMP and DIMP Inspections (reviewing largest operator(s) plans annually)					
	c. OQ Inspections					
	d. Damage Prevention Inspections					
	e. On-Site Operator Training					
	f. Construction Inspections (annual efforts)					
	g. LNG Inspections					
Evaluato	•					
a-g.	All areas are covered in Section 5 (primarily 5.2) of Program Procedures. LNG Specifically 5	.2.11				
2	Do written procedures address inspection priorities of each operator, and if necessary each unit, based on the following elements and time frames established in its procedures? Chapter 5.1 Yes = $4 \text{ No} = 0 \text{ Needs Improvement} = 1-3$	4	4			
	a. Length of time since last inspection					
	b. Operating history of operator/unit and/or location (includes leakage, incident					
	and compliance activities)					
	c. Type of activity being undertaken by operators (i.e. construction)					
	d. Locations of operator's inspection units being inspected - (HCA's, Geographic					
	area, Population Centers, etc.)					
	e. Process to identify high-risk inspection units that includes all threats - (Excavation Damage, Corrosion, Natural Forces, Outside Forces, Material and Welds, Equipment, Operators and any Other Factors)					
	Equipment, Operators and any Other Factors) f. Are inspection units broken down appropriately?					
Evaluato						
Sect	ion 12.1 Inspection Planning of their program procedures. No issues and units do appear to be ssues.	e broken o	lown correctly.			
3	(Compliance Procedures) Does the state have written procedures to identify steps to be	3	3			
	taken from the discovery to resolution of a probable violation? Chapter 5.1 Vac = 3 No = 0 Neede Improvement = 1.2					
	Yes = 3 No = 0 Needs Improvement = 1-2 a. Procedures to notify an operator (company officer) when a noncompliance is					
	identified					
	b. Procedures to routinely review progress of compliance actions to prevent					
	delays or breakdowns					
	c. Procedures regarding closing outstanding probable violations					
Evaluato						
Sect	ion 5.3 of Program Procedures. No issues.					
4	(Incident/Accident Investigations) Does the state have written procedures to address state	3	3			
	actions in the event of an incident/accident? Yes = 3 No = 0 Needs Improvement = 1-2					
	a. Mechanism to receive, record, and respond to operator reports of incidents,					
	including after-hours reports					
	b. If onsite investigation was not made, do procedures require on-call staff to					
	obtain sufficient information to determine the facts to support the decision not to go					
F 1	on-site.					
Evaluato						
Sect	ion 6 of program procedures. All elements appear covered. No issues.					

5 General Comments:

Info Only = No Points

Info Only Info Only

Evaluator Notes:

No issues. Procedures pretty much mirror state guidelines with program specific detail.

Total points scored for this section: 15 Total possible points for this section: 15



1	Appendix	inspector and program manager fulfilled training requirements? (See Guideline C for requirements) Chapter 4.4 = 0 Needs Improvement = 1-4	s 5	5
	a. b. lead	Completion of Required OQ Training before conducting inspection as lead Completion of Required DIMP/IMP Training before conducting inspection as		
	c.	Completion of Required LNG Training before conducting inspection as lead		
	d.	Root Cause Training by at least one inspector/program manager		
	e.	Note any outside training completed		
	f.	Verify inspector has obtained minimum qualifications to lead any applicable		
F 1 .		ard inspection as the lead inspector (Reference State Guidelines Section 4.3.1)		
Evaluato				
All a	areas relating	g to training appear to be met and no issues found.		
2	adequate	records and discussions with state pipeline safety program manager indicate knowledge of PHMSA program and regulations? Chapter 4.1,8.1	5	5
Evaluato	r Notes:			
No i	ssues.			
3	General C Info Only =	Comments: = No Points	Info Only	Info Only
Evaluato	-			

Total points scored for this section: 10 Total possible points for this section: 10

1	intervals	e inspect all types of operators and inspection units in accordance with time s established in written procedures? Chapter 5.1 No = 0 Needs Improvement = $1-4$	5	5
	a.	Standard (General Code Compliance)		
	b.	Public Awareness Effectiveness Reviews		
	с.	Drug and Alcohol		
	d.	Control Room Management		
	е.	Part 193 LNG Inspections		
	с. f.	Construction (did state achieve 20% of total inspection person-days?)		
		OQ (see Question 3 for additional requirements)		
	g.	• •		
Evoluoto	h. or Notes:	IMP/DIMP (see Question 4 for additional requirements)		
		ection summary and validated with operator list. All operators appear within interv	als.	
2	Inspection Chapter and field for each	bection form(s) cover all applicable code requirements addressed on Federal on form(s)? Did State complete all applicable portions of inspection forms? 5.1. Do inspection records indicate that adequate reviews of procedures, records a activities, including notes and the appropriate level of inspection person-days inspection, were performed? No = 0 Needs Improvement = 1-9	10	10
	a.	Standard (General Code Compliance)		
	b.	Public Awareness Effectiveness Reviews		
	c.	Drug and Alcohol		
	d.	Control Room Management		
	e.	Part 193 LNG Inspections		
	f.	Construction		
	g.	OQ (see Question 3 for additional requirements)		
	h.	IMP/DIMP (see Question 4 for additional requirements)		
Evaluato	or Notes:			
		oth internal and inspection assistance programs to make sure all areas of inspection base to manage operators and inspections are completed in IA. No apparent issues.	1	State has
3	of any p properly 192 Part Yes = 2 N	verifying operators OQ programs are up to date? This should include verification lan updates and that persons performing covered tasks (including contractors) are qualified and requalified at intervals established in the operator's plan. 49 CFR $N_{00} = 0$ Needs Improvement = 1	2	2
	or Notes:			
ÖQ	programs a	appear up to date and OQ is inserted in field inspections. Program Inspections on 5	year intervals.	No issues.
4	should i should t Subpart	verifying operator's integrity management Programs (IMP and DIMP)? This nclude a review of plans, along with monitoring progress. In addition, the review ake in to account program review and updates of operator's plan(s). 49 CFR 192 P No = 0 Needs Improvement = 1	2	2
	c. syste	Are the state's largest operator(s) plans being reviewed annually? Are states verifying with operators any plastic pipe and components that have on a record of defects/leaks and mitigating those through DIMP plan? Are the states verifying operators are including low pressure distribution their threat analysis?		
Evaluato	or Notes:			
		opear up to date. As noted in previous year, they request information annually to ge y are regularly involved on respective systems. No issues.	t update on IM	ip/DIMP

5	Did the state review the following (these items are NTSB recommendations to PHMSA that have been deemed acceptable response based on PHMSA reviewing these items during the evaluation process): Chapter 5.1	2	2
Evoluto	 Yes = 2 No = 0 Needs Improvement = 1 a. Operator procedures for determining if exposed cast iron pipe was examined for evidence of graphitization and if necessary remedial action was taken; b. Operator procedures for surveillance of cast iron pipelines, including appropriate action resulting from tracking circumferential cracking failures, study of leakage history, or other unusual operating maintenance condition? (Note: See GPTC Appendix G-18 for guidance); c. Operator emergency response procedures for leaks caused by excavation damage near buildings and determine whether the procedures adequately address the possibility of multiple leaks and underground migration of gas into nearby buildings Refer to 4/12/01 letter from PHMSA in response to NTSB recommendation P-00-20 and P-00-21; d. Operator records of previous accidents and failures including reported third-party damage and leak response to ensure appropriate operator or its contractor to determine if they include actions to protect their facilities from the dangers posed by drilling and other trench less technologies; f. Operator procedures for considering low pressure distribution systems in threat analysis? g. Operator compliance with state and federal regulations for regulators located inside buildings? 		
	or Notes: This questions are incorporated into various checklists. g. They have started incorporating this on issuing advisory for meters inside buildings. No issues.	s into anı	nual seminars and
6	Did the State verify Operators took appropriate action regarding advisory bulletins issued since the last evaluation? (Advisory Bulletins Current Year) Yes = 1 No = 0 Needs Improvement = .5	1	1
Evaluato No i			
7	 (Compliance Activities) Did the state follow compliance procedures (from discovery to resolution) and adequately document all probable violations, including what resolution or further course of action is needed to gain compliance? Chapter 5.1 Yes = 10 No = 0 Needs Improvement = 1-9 a. Were compliance actions sent to company officer or manager/board member if municipal/government system? b. Were probable violations documented properly? 	10	10
	c. Resolve probable violationsd. Routinely review progress of probable violations		
	 e. Did state issue compliance actions for all probable violations discovered? f. Can state demonstrate fining authority for pipeline safety violations? g. Does Program Manager review, approve and monitor all compliance actions? (note: Program Manager or Senior Official should sign any NOPV or related 		
	 enforcement action) h. Did state compliance actions give reasonable due process to all parties? Including "show cause" hearing, if necessary. i. Within 30 days, conduct a post-inspection briefing with the owner or operator 		
	outlining any concerns j. Within 90 days, to the extent practicable, provide the owner or operator with written preliminary findings of the inspection. (Incident investigations do not need to meet 30/90-day requirement)		
Evaluato	r Notes:		

All the various compliance actions are documented, followed-up and tracked appropriately. All data is in salesforce system and PHMSA IA. No issues during review of various inspection reports.

8	(Incident Investigations) Were all incidents investigated, thoroughly documented, with conclusions and recommendations? Yes = $10 \text{ No} = 0 \text{ Needs Improvement} = 1-9$	10	10					
	a. Does state have adequate mechanism to receive and respond to operator reports							
	of incidents, including after-hours reports?							
	b. Did state keep adequate records of Incident/Accident notifications received?							
	c. If onsite investigation was not made, did the state obtain sufficient information							
	from the operator and/or by means to determine the facts to support the decision not to go on site?							
	d. Were onsite observations documented?							
	 e. Were contributing factors documented? f. Were recommendations to prevent recurrences, where appropriate, 							
	documented?							
	g. Did state initiate compliance action for any violations found during any							
	incident/accident investigation?							
	h. Did state assist Region Office or Accident Investigation Division (AID) by taking appropriate follow-up actions related to the operator incident reports to ensure							
	accuracy and final report has been received by PHMSA?							
	i. Does state share any lessons learned from incidents/accidents?							
Evaluato	-							
	dents are investigated, documented and followed up appropriately. Incident review shows sten penalties given, were followed up and closed adequately. No issues.	ps taken and	all actions,					
9	Did state respond to Chairman's letter on previous evaluation within 60 days and correct	1	1					
	or address any noted deficiencies? (If necessary) Chapter 8.1 Yes = 1 No = 0 Needs Improvement = .5							
Evaluato								
The	re were no issues in previous evaluation, no response required.							
10	Did State conduct or participate in pipeline safety training session or seminar in Past 3 Years? Chapter 8.5 Info Only = No Points	Info Only Info	o Only					
Evaluato								
The	y have an annual seminar in April via web conference. no issues							
11	Has state confirmed transmission operators have submitted information into NPMS database along with changes made after original submission? Info Only = No Points	Info Only Info	o Only					
Evaluato	•							
This	s is on inspection checklists. No issues.							
12	Does the state have a mechanism for communicating with stakeholders - other than state	1	1					
12	pipeline safety seminar? (This should include making enforcement cases available to public).	1	1					
F 1 (Yes = $1 \text{ No} = 0 \text{ Needs Improvement} = .5$							
Evaluato	or Notes: y conduct mailings and email correspondence along with requests (RSI's) for information on s	special topics	And MNOPS					
web		special topics						
13	Did state execute appropriate follow-up actions to Safety Related Condition (SRC) Reports? Chapter 6.3 Yes = 1 No = 0 Needs Improvement = .5	1	1					
Evaluato								

14	Was the State responsive to	0:	1	1
	Yes = 1 No = 0 Needs Improvem	hent = .5		
	a. Surveys or inform	mation requests from NAPSR or PHMSA;		
	b. Operator IM not	tifications; and		
	c. PHMSA Work N	Management system tasks?		
Evaluator	Notes:			
No is	sues			
15		waivers/special permits for any operator, has the state v s/special permits are being met? This should include has s where appropriate.		1
Evaluator	Notes:			
As no	ted in previous year, there is	s a waiver to CenterPoint on coupled steel. They get qu	arterly reports and	are monitoring.
16	Were pipeline program file Info Only = No Points	es well-organized and accessible?	Info Only I	nfo Only
Evaluator	Notes:			
	sues. All information is available for review.	ilable in Salesforce database, which we have been giver	n access and comple	eted inspections
17		ccuracy of inspection day information submitted into St n Tool (SICT). Has the state updated SICT data? hent = 1-2	tate 3	3
Evaluator				
Discu	ssed SICT and it appears co	mpleted correctly and no issues.		
18		am Performance Metrics found on Stakeholder Commur dot.gov/comm/states.htm?nocache=4805	nication Info Only I	nfo Only
Evaluator	5			
Discu	ssed metrics. No issues at the	his time.		
19	Management Systems (PSI	d promote operator implementation of Pipeline Safety MS), or API RP 1173? This holistic approach to improv e identification, prevention and remediation of safety ha	0	nfo Only
	a. https://pipelinesi	ms.org/		
	b. Reference AGA	recommendation to members May 20, 2019		
Evaluator				
Discu	ssion on subject. State curre	ently has CenterPoint energy making SMS part of comp	bliance resolution. N	lo issues.
20	General Comments:		Info Only I	nfo Only
- 1 .	Info Only = No Points			
Evaluator				
No is	21100			

Total points scored for this section: 50 Total possible points for this section: 50

1	Operator, Inspector, Location, Date and PHMSA Representative (enter specifics into the Ir comments box below)	nfo Only	nfo Only
	Info Only = No Points		
	a. What type of inspection(s) did the state inspector conduct during the field		
	portion of the state evaluation? (i.e. Standard, Construction, IMP, etc)		
	b. When was the unit inspected last?		
	c. Was pipeline operator or representative present during inspection?		
	d. Effort should be made to observe newest state inspector with least experience		
Evaluate	Omerator	Contractor was	
pres	Operator	Contractor was	
	n South s	ide of town.	
	0/20 - Observed Adam Ratzlaff in morning in Hopkins, MN and Estelle Hickman in Columbia	,	
2	Did the inspector use an appropriate inspection form/checklist and was the form/checklist	2	2
	used as a guide for the inspection? (New regulations shall be incorporated) Yes = $2 \text{ No} = 0$ Needs Improvement = 1		
Evaluate	or Notes:		
	inspectors used checklists from Saleforce system as guides. No issues		
3	Did the inspector adequately review the following during the inspection	10	10
	Yes = 10 No = 0 Needs Improvement = 1-9		
	a. Procedures (were the inspector's questions of the operator adequate to		
	determine compliance?)b. Records (did the inspector adequately review trends and ask in-depth		
	questions?)		
	c. Field Activities/Facilities (did inspector ensure that procedures were being		
	followed, including ensuring that properly calibrated equipment was used and OQ's		
	were acceptable?)		
	d. Other (please comment)		
	e. Was the inspection of adequate length to properly perform the inspection?		
	or Notes:		
-	rocedures were reviewed during all sites visited.		
	nese were construction audits	:	
	ield Activities were adequately reviewed, including various calibration as necessary, various jo erground damage prevention activities.	ining act	ivities including
	/a		
	Yes, the sites visited were adequate in length of inspection. The inspectors stayed at Hopkins si	te and va	rious follow up to
	umbia Heights site were to happen following day.	te und vu	lious lonow up to
4	From your observation did the inspector have adequate knowledge of the pipeline safety	2	2
	program and regulations? (Evaluator will document reasons if unacceptable)		
Evaluat	Yes = $2 \text{ No} = 0 \text{ Needs Improvement} = 1$ or Notes:		
	und no issues at any sites visited with inspector knowledge. All activities were conducted in a province of the second seco	rofession	al manner
	und no issues at any sites visited with inspector knowledge. An activities were conducted in a	101055101	
5	Did the inspector conduct an exit interview, including identifying probable violations? (If	1	1
	inspection is not totally completed the interview should be based on areas covered during		
	time of field evaluation)		
	Yes = 1 No = 0 Needs Improvement = .5		

Evaluator Notes:

Lonsdale was finished and other two sites were on-going and issues were reviewed with no issues.

- 6 Was inspection performed in a safe, positive, and constructive manner ? Info Only = No Points
 - a. No unsafe acts should be performed during inspection by the state inspector
 - b. What did the inspector observe in the field? (Narrative description of field observations and how inspector performed)

c. Best Practices to Share with Other States - (Field - could be from operator visited or state inspector practices)

d. Other

Evaluator Notes:

a. no issues

b. 0/29/20 - Lonsdale, main extension about 1400' along Idaho Street., no issues with inspector. Center Point contractor Michels construction was observed.

9-30-20 am - 241 14th Avenue North in Hopkins was a service line replacement, Center Point crew hit service line while excavating and was able to review emergency response activities also. Inspector completed thorough review
9-30-20 pm - Tyler Street NE and 42nd Avenue NE - this was main replacement, 3 service lines were cut over in section reviewed prior to arrival, the contractor Michels was attempting to abandon and purge old main, while there they had difficulty with confirmation of maps and determining if one-way feed was in fact abandoned fully. This was late in day for inspector to follow up.

7 General Comments:

Info Only = No Points Evaluator Notes:

No issues with field visits

Info Only Info Only

Total points scored for this section: 15 Total possible points for this section: 15

1	Has the state reviewed Operator Annual reports, along with Incident/Accident reports, for accuracy and analyzed data for trends and operator issues. Yes = $2 \text{ No} = 0 \text{ Needs Improvement} = 1$	2	2
Evaluato	r Notes:		
Ann	ual reports are reviewed and documented in inspection database with each operator.		
2	Has the state verified that the operators analyze excavation damages for the purpose of determining root causes and minimizing the possibility of a recurrence? (? 192.617) Has the state verified that the operators have appropriately identified excavators who have repeatedly violated one-call laws and damaged their facilities. Have the operators taken steps to mitigate that risks? (? 192.1007) $Yes = 2 No = 0$ Needs Improvement = 1	2	NA
Evaluato			
New	,		
3 Evaluato New		4	NA
4	Has the agency or another organization within the state collected data and evaluated trends on the number of pipeline damages per 1,000 locate requests? Yes = 2 No = 0 Needs Improvement = 1 a. What stakeholder group is causing the highest number of damages to the pipelines? Operator, contractor, locating company or public. b. Has the state verified the operator is appropriately focusing damage prevention education and training to stakeholders causing the most damages? c. Has the state evaluated which of the following best describes the reason for the excavation damages; i.e., operator or contractor not following written procedures, failure to maintain marks, failure to support exposed facilities, failure to use hand tools were required, failure to test-hole (pot hole), improper backfilling practices, failure to maintain clearance or insufficient excavation practices. d. Has the state verified the operator is appropriately focusing damage prevention education and training to address the causes of excavation damages?	2	2

Evaluator Notes:

They conduct damage prevention specific evaluations, and review and share operator damage reporting. No issues.

5 General Comments: Info Only = No Points Evaluator Notes: No issues Info Only Info Only

Total points scored for this section: 4 Total possible points for this section: 4

1	Were all inspections of interstate pipelines conducted using the Inspection Assistant program for documenting inspections.	Info Only Info Only
F 1 (Info Only = No Points	
Evaluato		
INO 1	ssues	
2	If inspections were conducted independent of a PHMSA team inspection was notice of a identified probable violations provided to PHMSA within 60 days. Info Only = No Points	ıllInfo Only Info Only
Evaluato		
No i	ssues	
3	If inspections were conducted independent of a PHMSA team inspection was PHMSA immediately notified of conditions which may pose an immediate safety hazard to the public or environment? Info Only = No Points	Info Only Info Only
Evaluato		
No i	ssues	
4	If inspections were conducted independent of a PHMSA team inspection did the state coordinate with PHMSA if inspections not were not included in the PHMSA Inspection Work Plan? Info Only = No Points	Info Only Info Only
Evaluato		
No i	ssues	
5	Did the state take direction from and cooperate with PHMSA for all incident investigations conducted on interstate pipelines? Info Only = No Points	Info Only Info Only
Evaluato	r Notes:	
No i	ssues	
6	General Comments: Info Only = No Points	Info Only Info Only
Evaluato		
	ssues	
		cored for this section: 0 points for this section: 0