

**Highway Construction Materials Technician Certification Board  
Meeting Minutes**

January 8, 2015

Meeting was announced by posting at the ODOT Training Center and on the internet web site at <http://oktechcert.org/Meetings>.

The meeting was called to order at 9:00 AM by Scott Seiter. The following members/guests were present.

**MEMBERS**

Scott Seiter	ODOT
Larry Patrick	OAPA
Matt Flusche	Manhattan Road & Bridge
David Murdock	OTA
Randy Robinson	ACCO
Allan Hinton	ODOT
Shawn Davis	ODOT
Steve Tollett	Cummins Construction
John Privrat	Duit Construction
George Raymond	ODOT
John Leonard	ODOT

**GENERAL COUNSEL**

Jon Dutton

**TRAINING CENTER STAFF**

Steve Sawyer	Program Director
Karla Irvin	Administrative Assistant

1. Scott Seiter determined that a quorum was present and called the meeting to order.
2. Motion to approve minutes of June 3, 2014 made by R. Robinson, seconded by S. Davis. Approved unanimously.
3. Jon Dutton informed the Board that a formal complaint against a registered technician had resulted in a recommendation from the Program Director that a case be brought against the RHCMT, Robert J. Cleveland. In a discussion with our General Counsel, Mr. Cleveland admitted to entering test results into the Site Manager record that were submitted to him by the contractor but documenting the results as having been performed by him at the lab in the Buffalo Residency. Rather than facing a hearing, Mr. Cleveland consented to a one year suspension of his HCMTCB registration in all disciplines. Counsel presented the consent

order and asked that the Board allow the defendant to waive his right to hearing. A motion to accept was made by D. Murdock and seconded by G. Raymond. All members present voted aye and the motion was carried. The one year suspension began on the date of approval, January 8, 2015.

4. Program Director's Report
  - a. There have been 681 total enrollments in modules scheduled for FY '15.
  - b. The flat panel displays were installed in the large classroom and the improvement had been noticed by instructors and participants. Procurement of the Gilson sieve shakers has been postponed pending the relocation of the training center.
  - c. The new spreadsheets developed by the ODOT Asphalt Engineer have been incorporated into the Asphalt training and certification modules. Scott Seiter suggested that it would be useful to have participants continue calculating the formulas without the spreadsheets. Larry Patrick and Steve Tollett concurred. George Raymond suggested that the calculations could be included in the written test. Beginning with the next scheduled Asphalt module, entering data in the new spreadsheets will be part of the performance evaluation and calculating the formulas will be included in the written examination.
5. Scott Seiter reported that the subcommittee on the development of a statistics training module has not met but a task force is in the process of making extensive revisions to the PWL Special Provision regarding asphalt. Once the revisions have been completed, the subcommittee will begin meeting.
6. Steve Sawyer reported that there has not been a high demand for the new alternate certification of experience technicians so the Program Director can travel to local venues and proctor the written examinations until the demand increases. George Raymond asked if the eligible RHCMTs were being informed of the new alternate procedure. Steve Sawyer will check the automated notifications to make sure the information is included in the one year reminder notice.
7. Scott Seiter asked for nominations to fill the Vice Chair position that was left vacant when Scott became Chairman. Randy Robinson nominated Larry Patrick. Allan Hinton seconded the nomination. Approved unanimously.
8. Scott Seiter informed the members that ODOT senior staff has decided to sell the property where the Training Center is located so the program would be moving in the future. Nothing has been decided but both OU and OSU have shown an interest in housing the program. Larry Patrick said that OAPA had offered to house the program at their OKC location and that facility could be remodeled and expanded if necessary. George Raymond suggested that the Chair contact senior staff and request that the Board be kept informed as this issue progressed.
9. There was no new business.
10. Meeting adjourned by the Chair.