

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

April 11, 2007

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 Reynolds Toney. The following members/guests were present.

MEMBERS

Reynolds Toney	ODOT
George Raymond	ODOT
Kendall Adams	M.J. Lee Const.
Rod Abbott	Sherwood Const.
Karl Sirmons	ODOT
Shawn Davis	ODOT
John Privrat	Duit Const.
Craig Parker	Silver Star Const.
Robert Burton	OTA

GUESTS

Bill Gamel	ODOT Consultant
Gary Evans	ODOT
John Benson	FHWA
Robert Steeds	FHWA
Gabe Woolery	Carter & Burgess
Deanna Loveland	OAPA
Danny Gierhart	ODOT
Nancy Barrett	ODOT
John Thomas	ODOT

TRAINING CENTER STAFF

Steve Sawyer	Program Director
Karla Irvin	Administrative Assistant

1. Reynolds Toney determined that a quorum was present and called the meeting to order.
2. Motion to approve minutes of October 4, 2006 made by Shawn Davis, seconded by Craig Parker. Approved unanimously.

3. The Program Director's report included the following:
 - a. Total enrollments for FY '07 were expected to exceed 500.
 - b. Review of 220Q Fund activity to date.
 - c. First issue of the Newsletter would be mailed to each technician. George Raymond suggested that a limited number of hard copies be created for each issue and mailed to selected organizations.
4. Danny Gierhart reported on the results of the first asphalt mix design training/certification module. The exam scores from the module, which was comprised of the most qualified applicants, fell short of the expectations of both Danny and Steve Cross. Danny recommended that we create two levels of mix design certification; one for mix designers (Level II) who are responsible for the final product and another for testing technicians (Level I) who provide data to mix designers. Level II certification would be required for mix design submissions and Level I or II would be required to run tests for design development. Level II applicants would be required to attend training before attempting certification while Level I applicants would be evaluated under the same criteria as other existing certifications.
5. Steve Sawyer reported that many of the items to be covered in the Inspector Training program could be combined to create 2 to 3 day modules and that the total classroom hours required to complete the training will be fewer than originally anticipated. Many courses are available through outside resources like NHI but may be prohibitively expensive. It is imperative that we keep the cost of high quality training as low as possible for each module since several modules will be required.

George Raymond reported that the FHWA appeared to be on a course to require qualification of highway construction inspectors in the future.

Danny Gierhart reported that the Asphalt portion of the Inspector Training was still in progress but procedural changes being developed for the new Spec Book were creating the need for revisions.

Reynolds Toney suggested that we would need to hire some outside help to develop the courses and that the new statute changes would allow the expenditure of Board resources for that purpose.

John Benson reported that the Concrete Construction module that has been developed by FHWA and ACPA would need only minor revisions to be used in the program.

6. Steve Sawyer reported that two technicians had appealed their failures of an Asphalt Certification module. He had conducted an investigation and did not find reasonable cause to rescind the decisions of the evaluators. In a discussion of the events resulting in the failures and subsequent appeals, some members felt that the appeals had merit and the Board should consider offering the technicians an opportunity to repeat the module at no additional cost. Others felt that the failures were legitimate and no further action was warranted. The

consensus was that there was not sufficient objective cause to overturn the original decision. The appealing technicians will be informed of the Board's position.

7. Bill Gamel suggested that we implement an emergency rule change in order to begin development of the Inspector Training program as early as the fall of 2007. The Board reviewed the proposed changes, which had been cleared through counsel, and agreed that the changes should be submitted with latitude given General Counsel to make pertinent changes to the language where deemed legally necessary. Motion to approve made by George Raymond and seconded by Karl Sirmons. Approved unanimously.
8. Steve Sawyer informed the Board that the Newsletter included instructions to RHCMTs for maintaining proper documentation for sampling and testing results that are entered into Site Manager. If the RHCMT is not entering the data into Site Manager, sealed documentation of the results must be kept in the project file.
9. There was no new business.
10. Reynolds Toney acknowledged the resignation of Kendall Adams and offered the Board's appreciation of his efforts while serving as a member.
11. Meeting adjourned by the Chair at 10:47 AM.