

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

July 28, 2010

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
Scott Seiter	ODOT
Shawn Davis	ODOT
John Privrat	Duit Construction
Rich Horrocks	Manhattan Road & Bridge
Larry Patrick	Jacobs Engineering
George Raymond	ODOT

GUESTS

Waseem Fazal	FHWA
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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 April 28, 2010 made by Rich Horroacks, seconded by Shawn Davis. Approved unanimously.
3. The Program Director's Report
 - a. The 220Q Fund gained about \$3000.⁰⁰ in FY '10.
 - b. Requested acquisition of:
 1. Flat panel display for lobby message board.
 2. HDTV and BluRay disc player for Classroom 2.

Motion to approve acquisitions made by George Raymond. Seconded by Larry Patrick. Approved unanimously.

4. The Program Director concluded that his investigation of a complaint against an RHCMT had resulted in a letter of caution for the Mentor and a change in the registration type of the Apprentice to Temporary if they intend to continue using him on state projects.
5. Sub-committee recommendations.
 - a. Larry Patrick suggested that the Kansas model of re-certifying experienced technicians would be a good guide. It would require a commitment of resources from the Liaison Branch of the Materials Division. Scott Seiter suggested, and the Chair agreed, that there were a lot of details yet to be ironed out and that the sub-committee should meet again and bring some more specific recommendations to the next meeting.
 - b. Waseem Fazal articulated the following recommendations from the sub-committee.
 1. The term “direct guidance and supervision” needs to be more clearly defined.
 2. A new apprentice should not be issued a registration number.
 3. The apprentice must pass a written exam before being issued a registration number.

George Raymond recommended the development of a standardized form for tracking and reporting the progress of an apprentice.

6. The Program Director reported that pipe and pre-stressed structure manufacturing plants had contacted him about getting technicians certified through our program. Waseem suggested that the Feds do not require an RHCMT for these technicians if they have the appropriate ACI certifications. ODOT will look into their requirements for these companies.
7. No new business.
8. Meeting adjourned by the Chair.