

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

August 1, 2013

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 (Chair)	ODOT
Scott Seiter (Vice Chair)	ODOT
George Raymond	ODOT
Steve Tollett	Cummins Const. Co.
David Murdock	OTA
Allan Hinton	ODOT
Shawn Davis	ODOT

GUESTS

Katherine Savage	General Counsel
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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 February 7, 2013 with the addition of Allan Hinton to the list of members present made by David Murdock. Seconded by Allan Hinton. Approved unanimously.
3. Program Director's Report
 - a. Annual Financial Report
 1. 220Q FY '13 ending balance - \$233,015.00
 - b. Total FY '13 Enrollments - 825.
 - c. There has been a personnel change in the Video Production Branch. Some new Asphalt videos have been completed and posted on line. Asphalt and Concrete videos will be completed before beginning work on the Soils videos.

4. Some specific uses for statistics were identified but there was no consensus on the issue. Reynolds will further investigate the need for Statistics training.
5. Steve Sawyer suggested that the ACI certification process was not sufficiently rigorous to meet HCMTCB standards and, therefore, should not be accepted as a replacement for Board certification. George Raymond expressed concern about companies being required to maintain certifications from both ACI and the HCMTCB. Shawn Davis asked if there had been any related discrepancies noted in the tests results. Scott Seiter suggested that there could be some statistical data comparisons made using Site Manager data. Since the Board member representing the Concrete Industry was not present, it was decided that this item should be tabled and included as an agenda item at the next regular meeting.
6. Reynolds Toney presented the findings of the sub-committee on the Aggregates Certification prerequisite for other certifications. The sub-committee found that there was no need for Aggregates to be required since those who sample and test aggregates for QA/QC purposes would still have to be certified.
7. Reynolds Toney reported on the findings of the sub-committee on Asphalt Mix Design schedule changes. The currently scheduled modules were moved to January and February of 2014. In the interim, ODOT will continue to accept mix designs from RHCMTs enrolled in those modules.
8. The Program Director provided the members with a copy of the rules. Changes were designated by red strikeout for deletion and green font for additions. Reynolds Toney presented each suggested rule change with results as follows.
 - a. 10-1-3 Motion to approve (MTA) by D. Murdock. Seconded (Sec) by S. Seiter. Approved Unanimously. (AU)
 - b. 10-1-4 MTA by . Davis. Sec by G. Raymond. AU
 - c. 10-1-5 MTA by D. Murdock. Sec by G. Raymond. AU
 - d. 10-1-6 (c) MTA by S. Seiter. Sec by G. Raymond. AU after the following;
 1. "... in any category..." changed to "... in a specific area...."
 2. "... 14 years..." changed to "... 9 years..." MTA by G. Raymond. Sec by A. Hinton. AU
 3. "... category..." changed to "... area ..."
 - e. 10-1-11 MTA by D. Murdock. Sec by S. Davis. AU after the following;
 1. Sec (b)(4) change "...one day..." to "... two days..." and change \$325 to \$650.
 2. Do not delete Sec (b)(6)
 3. Change renumbering accordingly.
9. No new business.
10. Meeting adjourned.