

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

August 27, 2008

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
Craig Parker	Siver Star
Rich Horrocks	Muskogee Bridge
Tammy Robinson	OTA
Larry Patrick	Jacobs Carter Burgess
John Privrat	Duit Construction
Randy Robinson	ACCO
George Raymond	ODOT

GENERAL COUNSEL

Jan Preslar	OAG
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GUESTS

Bill Gamel	ODOT Consultant
Gary Evans	ODOT
Mike Patterson	ODOT
Waseem Fazal	FHWA

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 made by Craig Parker, seconded by Larry Patrick. Approved with one abstention (Randy Robinson).
3. Program Director's Report
 - a. 220Q Fund discrepancy between program director's ledger and ODOT Comptroller is being addressed. All outstanding invoices have been mailed and expected to be

paid in full before the date of the first fall module. Jan Preslar pointed out that state law requires receipt of payment for an enrollment before the module begins. Organizations will be required to pay any outstanding balance before further enrollments are permitted and, hence forth, prepayment will be mandatory.

- b. We have secured a contract for evaluating aggregates and asphalt certification modules with Langston University. The evaluator is Wilson Brewer. If enrollment for a module is too low to cover the cost of Mr. Brewer's services, we will ask EST to waive ODOT's contractual obligation to provide an evaluator for that module.
 - c. ODOT can no longer provide personnel to provide the Profilograph training and certification modules. They will be included in the contract with EST for FY '10.
 - d. The video contract with EST will be renewed in the amount of \$25,000 for FY '10.
 - e. We have received all that can be expected from the Inspector Training contract with EST and it will be cancelled.
 - f. A complaint investigation was made and resulted in a letter of caution that was sent to the parties involved.
 - g. AASHTO tests T 84 and T 85, specific gravity of coarse and fine aggregates, will be added to the Aggregates Certification.
4. Equipment will be procured for the installation of 4 full Dunagan (weigh in water) stations. Improvements to the lab, replacement of the partitions and installation of a dust control system, will be pursued. Cost sharing for the dust control system will be discussed with ODOT.
5. Larry Patrick expressed concern that there is no specific criteria for the qualifications of evaluators. Reynolds Toney expressed concern that the criteria could be made too strict and end up eliminating qualified people. The program director expressed concern that whatever criteria was used should be objective. George Raymond suggested that evaluators should be RHCMTs. Jan Preslar suggested a committee be formed to determine objective criteria for evaluator qualifications. A subcommittee was appointed (Reynolds Toney, Larry Patrick, Tammy Robinson, Waseem Fazal, Steve Sawyer) to meet and bring a recommendation to the Board at the next meeting.
6. Larry Patrick asked if there was anything new regarding reciprocity with other states or regional programs. The program director reported that there was still no practical way to establish reciprocity with any other entity and it remains a difficult issue even within regional alliances.
7. General Counsel, Jan Preslar, swore in the new members and reviewed the authorities and responsibilities of Board members. Documentation containing the policies and procedures regarding state board members was distributed to all present and explained by Jan Preslar.

8. Steve Sawyer reported that four Inspector Training modules were under development for the FY '09 training season. Bridge Construction Inspection, Earthwork Construction Inspection, PC Pavement Construction, and Asphalt Pavement Construction.
9. Meeting adjourned by the Chair.