

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

September 24, 2015

Meeting was announced by posting at the Bert Cooper Engineering Laboratory and on the internet web site at <http://oktechcert.org/Meetings>.

The meeting was called to order at 1:30 PM by Scott Seiter. The following members/guests were present.

MEMBERS

Scott Seiter	ODOT
Larry Patrick	OAPA
John Privrat	Duit Construction
Jessica Prince	ODOT
Troy Travis	OTA
Shawn Davis	ODOT
John Leonard	ODOT
Allan Hinton	ODOT

GUESTS

John Veenstra	OSU CEAT
George Raymond	ODOT

STAFF

Steve Sawyer	Program Coordinator
Megan Simpson	Administrative Assistant

1. Scott Seiter determined that a quorum was present and called the meeting to order.
2. Motion to approve minutes of April 3, 2015 made by Larry Patrick, seconded by Shawn Davis. Approved unanimously.
3. Program Coordinator's Report
 - a. The new lab has been plumbed and wired. Drying ovens have been vented. Ignition furnaces will be vented before the first Asphalt Materials module begins.
 - b. Needed equipment acquisitions include: Pine Gyrotory Compactor, partitions for lab

stations, a new audio/video monitoring system, and a SmartBoard for the classroom. The Chair recommended acquiring the Pine SGC as soon as possible and the other items in a timely manner. George Raymond reiterated the importance of keeping a relatively steady balance in the revolving fund. John Privrat asked about the Super Air Meter. Scott Seiter suggested that it may be added to the program in the near future.

c. Short term changes to the program: The process will be adjusted in order to optimize the time needed for instructors and evaluators in all modules. Long term changes: Dr. Cross will be increasing his role in the training modules and exploring the possibility of using other faculty members as well. An effort will be made to reduce the number of verbal key elements, especially those regarding tolerances.

4. There was no new business.
5. Meeting adjourned by the Chair.