

# Highway Construction Materials Technician Certification Board Meeting Minutes

MAY 10, 2001

The meeting was called to order at 1:30 by Chairperson Reynolds Toney. The following members/guests were present.

## MEMBERS

Don Smith	APAC
Gary Evans	ODOT
Reynolds Toney	ODOT
Randy Robinson	ACCO
Rod Abbott	Sherwood Construction
Darren Bond	Plains Construction
Scott Seiter	ODOT
George Raymond	ODOT
John Jones	Duit Construction
Robert Burton	Oklahoma Turnpike Authority

## GENERAL COUNSEL

Jan Preslar

## GUESTS

Bill Gamel	ODOT Consultant
Jack Telford	OAPA
Don Snethen	OSU
Cynthia White	ODOT
John Vincent	FHWA
William Snipe	ODOT

## TRAINING CENTER STAFF

Steve Sawyer	Program Director
Karla Irvin	Administrative Assistant
Donna English	Customer Service Rep.

1. Reynolds Toney reviewed the minutes from the Feb. 9<sup>th</sup> 2001 meeting. A motion was made by Randy Robinson to accept the minutes and seconded by Gary Evans. The minutes were approved unanimously.
2. Bill Gamel introduced John Benson of FHWA, who is taking Dean Mentjes's place, and the new General Counsel for the board, Jan Preslar. All present introduced themselves.
3. Bill Gamel reported that the conditional rules were approved by Governor Keating March 22, 2001 and approved by the Oklahoma Legislature, the effective date being May 25, 2001.

4. Steve Sawyer reported on current and projected budget deficits. The board was briefed on recent changes that addressed the deficit such as lowering instructor wages. A team (Darren Bond, John Jones, George Raymond, Reynolds Toney, Steve Sawyer) was formed to work with ODOT on identifying a solution.
5. Scott Seiter led a discussion on certification applicant screening. Candidates are to present a brief resume of their current and past job field skills. Don Snethen made a point that pre-screening candidates will help guide them to the correct area of instruction and certification.
6. George Raymond led a discussion about creating a formal process for board approval of major program changes. A motion was made by George Raymond stating “ before major changes are implemented into the program the changes must be brought before the board.” Major changes were defined as those similar in magnitude to “changing from open to closed book testing.” The 10 day open meeting act was reviewed by Bill Gamel due to the possibility of more frequent board meetings being called to discuss major program changes. The board agreed that special meetings should not be routinely necessary for such purposes. Don Smith seconded the motion which passed unanimously.
7. Superpave and Corelok procedures were added to the Asphalt Certification and will be included in continuing education requirements. ODOT will train evaluators at the Department’s expense for the Superpave and Corelok programs.
8. Discussion about increasing the duration of the Aggregate Certification to two days was led by Steve Sawyer. A motion was made by George Raymond that the two day Aggregates Certification module be approved pending an investigation into the feasibility of the one-day module already approved and in the rules. Darren Bond seconded the motion. Motion was approved unanimously.
9. New Business  
No new business was discussed.
10. George Raymond made a motion to adjourn, Darren Bond seconded. The motion was carried unanimously.