

Highway Construction Materials Technician Certification Board Meeting Minutes

July 13, 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
Darren Bond	Plains Construction
Scott Seiter	ODOT
George Raymond	ODOT
John Jones	Duit Construction

GENERAL COUNSEL

Jan Preslar

GUESTS

Bill Gamel	ODOT Consultant
Jack Telford	OAPA
Mike Patterson	ODOT
Paul Adams	ODOT
John Benson	FHWA
Gary Ridley	ODOT
Cynthia White	ODOT
Steve Johnson	APAC
Dale Hill	AGC

TRAINING CENTER STAFF

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

1. Reynolds Toney reviewed the minutes from the May 10th 2001 meeting. A motion was made by John Jones to accept the minutes and seconded by Randy Robinson. The motion was approved unanimously.
2. Steve Sawyer presented the program director's report on the following topics;
 - a. Request for proposals has been sent out and responses received. Five proposals will be heard and contracts will be awarded by August 10, 2001. Modules will begin in the fall.
 - b. Aggregate certification module will be one day.

- c. ODOT FY 2002 module schedule will be created based on history and waiting lists.
- d. Financial Report - FY 2002 Budget Projections
 - ODOT - \$235,000.00
 - Board - \$370,000.00

- 3. ODOT Deputy Director, Paul Adams, suggested that the Board develop a more proactive relationship with the Training Division Manager and Program Director to ensure effective communication and cooperation concerning fiscal responsibilities.

ODOT Comptroller, Mike Patterson, announced that \$40,000.00 had been deposited by ODOT into the 220 fund to cover the projected FY 2001 deficit.

Bill Gamel asked if a formal agreement should be prepared for ODOT and Board signatures. Paul Adams suggested that a written agreement would be best and that the ODOT Counsel and Board Counsel collaborate with ODOT and Board representatives to prepare the agreement. George Raymond suggested that it was ODOT's responsibility to ensure the solvency of the program and that such language should be included in the agreement.

ODOT Assistant Director of Operations, Gary Ridley, stressed the importance of the program and ODOT's appreciation for private industry's involvement and continued support.

Jan Preslar clarified the objectives of the Councils (draft an agreement and present for approval) and requested that a contingency of board members be appointed to assist with the agreement development process. Darren Bond, Steve Sawyer, and Scott Seiter agreed to serve as contacts.

- 4. Bill Gamel gave some introductory background on the Board's General Counsel, Jan Preslar, before she reviewed the responsibilities and liabilities of the Board members as well as the relationship between ODOT and the Board. A letter containing the presented information was distributed to each member present.

A lengthy discussion ensued concerning the Board's responsibility to certify technicians vs. its responsibility for reasonable and prudent fiscal management. It was agreed that the matter required further consideration and would be addressed at the next regular Board meeting when the program director would have the results of the proposals to contract instruction/evaluation.

- 5. Don Smith proposed that a committee be formed to examine the possibility of reducing the time for the Asphalt Certification Module and report findings at the next meeting. Reynolds Toney agreed to appoint some members from ODOT and private industry.
- 6. New Business - No new business was discussed.
- 10. Don Smith made a motion to adjourn, George Raymond seconded. Motion carried.