

# Highway Construction Materials Technician Certification Board Meeting Minutes

August 16, 2002

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

## MEMBERS

Reynolds Toney	ODOT
Don Smith	APAC
Scott Seiter	ODOT
Randy Robinson	ACCO
John Jones	Duit Construction
Rod Abbott	Sherwood Construction
Jack Stewart	ODOT
Robert Burton	OTA
Gary Evans	ODOT
George Raymond	ODOT

## GENERAL COUNSEL

Jan Preslar

## GUESTS

Bill Gamel	ODOT Consultant
Calvin Karper	FHWA
Michael Vahabzadegan	Engineering Services & Testing, Inc.
Larry Patrick	Engineering Services & Testing, Inc.
Brent Burwell	ACPA

## TRAINING CENTER STAFF

Steve Sawyer	Program Director
Karla Irvin	Administrative Assistant

1. Approval of the last meeting's minutes was inadvertently omitted from the agenda. The Board agreed to vote on approval at the next meeting.
2. The Program Director presented the financial report for FY '02 and projections for FY '03. The schedule for FY '03 was distributed to the members.

The Board was informed that the laboratory was being reorganized in order to remove some existing bottle-necks in the training and certification process. Also, the floor covering had become a hazard and was being removed.

The official Board web site was reviewed. Motion to approve by George Raymond, seconded by Robert Burton. Approved unanimously.

3. Jan Preslar informed the Board that the Technician's Responsibility Affidavit was not a legal and binding document. The signing of the affidavit was not covered in the rules. The Board was informed that applicants would no longer be asked to sign the affidavit and that the responsibilities of a registered technician will be reviewed at the beginning of each module.
4. Steve Sawyer reviewed the qualification criteria suggested in the FHWA memo of July 17, 1998. Three major areas where the current program differed were;
  - a. no allowance for a period of on-the-job-training
  - b. five year certification period as opposed to two or three
  - c. no documented process for revoking certifications of technicians that perform sampling and testing procedures improperly
5. Proposed changes to the certification procedure were discussed. Changes included
  - a. A more strict criteria for the allowance of partial credit for errors in calculations.
  - b. Applicants will be allowed to retest on no more than two test procedures.

Motion to approve by Don Smith, seconded by Robert Burton. Approved unanimously.

6. Discussion of procedures for identifying unqualified technicians included the need to have a documented process and to make changes in the current rules for dealing with the problem. A committee was appointed to make recommendations to the Board.
7. The appropriate use of a technician's stamp was discussed. The Board agreed that the current law and rules did NOT allow for stamping the results of work that was supervised by a registered technician but only that which he/she had actually performed. More research is needed on how to deal with the problem of training uncertified technicians.
8. Steve Sawyer presented information about the TCCC Pooled Fund Study which provides for the sharing of certain core curriculum materials among states and regional alliances. ODOT is considering participation in the project.
9. New Business - No new business was discussed.
10. Motion to adjourn by Randy Robinson, seconded by Gary Evans, all approved, meeting adjourned..