

WAQTC QUALIFICATION ADVISORY COMMITTEE MEETING MINUTES

LEADER: Garth Newman
FACILITATOR:
RECORDER: Christi Juchmes

DATE: July 14 – 18, 2008
TIME: 7:30 am – 5:00 pm
LOCATION: Seattle, WA

MEMBERS PRESENT:
Garth Newman, ITD
Greg Christensen, AKDOT & PF
Brian Legan, NMDOT
Sean Parker, ODOT
Jon Ogden, UDOT
Linda Hughes, WSDOT
Alan Hotchkiss, CDOT

MEMBERS ABSENT:
Joanne Nakamura, HI DOT
David Belser, TxDOT

MEETING OBJECTIVES:

1. Concrete module review and revisions
2. Aggregate module review and revisions
3. Asphalt module review and revisions
4. Embankment & In-Place Density module review and revisions
5. Removal of test methods from Asphalt, Embankment, & In-Place Density
6. Technician qualification / certification
7. Website and administrative manual updates and modifications
8. Consultant contract

ISSUE	DISCUSSION / DECISION	ACTION REQUIRED BY:
1. Concrete module review and revisions	<p>T 23: Clarification of procedure for wet sieving</p> <p>T 121: Modification to scale accuracy standard & rodding procedure recording percentage</p> <p>T 152: Modification to handling of air meter under rodding procedure</p> <p>Remaining modules accepted as-is</p>	
2. Aggregate module review and revisions	<p>T 2: Separation of roadway sampling procedure into two clearly defined methods (berm or windrow and in-place); separation of stockpile sampling procedure into two clearly defined methods (coarse and fine aggregates and sand) Similar to the FOP for T 168</p> <p>T 27 / T 11: Addition of note regarding excess water removal to procedure method A; change 'material' to 'particles' under method B; deletion of specific sieve sizes from FM tables</p> <p>T 176: Modified phrasing on potential additional agency qualifications</p> <p>T 248: Addition of sample-splitting diagram and explanation under method A (mechanical splitter); change ratio to percent difference in text and equations</p> <p>TP 61: Procedural note 4 becomes Step 4; revise order of fractured face / questionable fractured particles calculations section</p>	
3. Asphalt module review and revisions	<p>T 30: Note added to procedural Step 3 regarding mechanical washing</p> <p>T 40: Warning about handling of hot liquids replaces procedural step</p> <p>T 166 / T 275: Addition of terminology section to define constant mass and note removed; add procedural steps for zeroing / taring scale balance</p>	

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3. Asphalt module review and revisions	<p>T 168: Removal of section on sampling from conveyor belts; add steps on sampling from haul units; add step on how to avoid contamination and segregation under sampling from untreated base procedure. Exams to be modified and submitted for inclusion in 2008 revisions by the beginning of August.</p> <p>WAQTC TM 5. Convert TM 5 and T 310 from Utah to new FOP for R-47. Replace all materials containing TM 5 including exams.</p> <p>ACTION: The representative from Utah was assigned the task of revising the materials and delivering the materials to the other members for review by August 1. Members have until (August 8th) to get it back to Utah then on to you.</p> <p>T 209: Change of any and all references to flask calibration to 'standardization' for AASHTO compliance; replace reference to TM 5 with R 47; removal of note and step on standardization from procedures</p> <p>T 308: Expanded definition of ignition furnace; addition of IR procedural steps; replace reference to TM 5 with R 47; replace percent moisture with moisture content in calculations</p> <p>T 329: Revision of module summary; addition of default mixing temperature to procedural steps; deletion of moist mass moisture content calculation</p>	JON ALL MEMBERS
4. Embankment & In-Place Density module review and revisions	<p>T 99 / T 180: Change to acceptable variation of percentage points below optimum moisture content; addition of clarifications and notes to procedural steps on creating density curves</p> <p>T 272: ODOT presented revised test method material; discussion of whether / how to incorporate revisions into current method. An agreement could not be reached on inserting it into the materials. A suggestion was made to place it on the web page</p> <p>ACTION: ODOT to revise materials as per discussions in NM / WA meetings and send it to Garth</p> <p>ACTION: Garth will see if the web page can be modified to post it there</p> <p>TM 8: Clarification of straight-edge in procedural steps; reference TM 11</p>	Sean Garth

ISSUE	DISCUSSION / DECISION	ACTION REQUIRED BY:
<p>5. Removal of test methods from Embankment & In-Place Density</p>	<p>Vote taken by committee to remove T 89 and T 90 from Embankment & In-Place Density module. Motion passes w/ UDOT casting dissenting vote. Removal triggered by consensus that modules describe lab testing procedures, unsuitable for field setting.</p> <p>UDOT motioned for removal of T 217 from Embankment & In-Place Density module; AKDOT & PF seconds. ODOT opposes as the procedure is actively used in Oregon. Motion carries with ODOT dissenting and NMDOT abstaining.</p> <p>ACTION: Garth will take these motions to the executive committee for vote by August 1st. If the executive committee concurs T 89, T 90, & T 217 to be removed from module (s). Exams will need to be modified to reflect this change.</p> <p>Discussion on removal of supplemental Humphry curves material from module. Reasoning: Not an AASHTO standard; not always taught or otherwise trained; not used by all states. Suggested possibility of creating an appendix or library of procedures from material; and / or combine it into a WAQTC procedure.</p> <p>ACTION: Garth to discuss accepting combined method with ID QA engineer, Mike, Bob, Bruce Wassel</p>	<p>Garth</p> <p>Garth</p>
<p>6. Technician qualification / certification</p>	<p>Group discussion on proof of technician qualification / certification; UDOT looking for a way to identify differences between individual state programs. Need a way to keep up with training material changes; someone qualified several years ago may not have taken an updated exam</p> <ul style="list-style-type: none"> • Suggestion: Create WAQTC database that enables techs to find and print qualifications online instead of providing original document as proof • Solution: Create qualification tracking spreadsheet, to be updated annually at QAC meetings with current test methods <p>State-by-state discussion: Procedure used to notify member states of revocation or suspension of individual qualification; preferred method is an email to QAC members announcing the change in status</p>	<p>Jon</p>

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7. Website updates and modifications Administrative manual modifications	ODOT requested that the web site be modified to contain a test method library; reflect changes to T 89 / 90 / 270, should the exec committee accept; revised T 272 supplemental materials; and technician qualification spreadsheet. ACTION: Garth will visit with WFL to see if it can be done. Review of changes to the administrative manual, including registration and rights & responsibilities forms modifications to include an 'example' watermark to prevent printing directly from the site. Complete revisions after Executive committee vote.	Garth
8. Consultant contract	Discuss future RFPs and need for specific expectations, including deliverable timelines. Focus to shift to revamping and updating training materials as first priority. ACTION: Develop letter for executive committee detailing the need for a change in process when putting the contract out to bid. Send it to QAC members for remarks and approval.	Garth