

WAQTC EXECUTIVE BOARD MEETING MINUTES

MEETING CALLED BY: GREG STELLMACH, CHAIR FACILITATOR: GARTH NEWMAN, QAC CHAIR RECORDER: DESNA BERGOLD, COORDINATOR	DATE: JULY 31 ST AND AUG. 1ST, 2016 TIME: 4:30 PM LOCATION: HYATT REGENCY GREENVILLE, SOUTH CAROLINA
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ATTENDING: GREG STELLMACH, CHAIR, ODOT GARTH NEWMAN, QAC CHAIR BILL SCHIEBEL, CDOT JOHN BILDERBACK, ITD SCOTT ANDRUS, UDOT CASEY SONEIRA, AMRL OAK METCALFE, MDT SEAN PARKER, QAC VICE CHAIR BRAD NEITZKE, WFL	ABSENT: MATT STRIZICH, MDT MIKE SAN ANGELO, AKDOT & PF MICHAEL VOTH, CFLHD JAMES GALLEGOS, NMDOT BRIAN IKEHARA, HDOT MIKE SANTI, ITD HOWE CROCKETT, WFLHD
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- AGENDA ITEMS / OBJECTIVES:**
1. AASHTO revisions from QAC
 - a. R XX, Sampling of Aggregates – New AASHTO procedure
 - b. T 99 and T 180; Moisture Density Relations of Soils – better equation in A1.6
 - c. T 121, Density (Unit Weight), Yield, and Air Content (Gravimetric) of Concrete – minor revisions
 - d. T 152, Air Content of Freshly Mixed Concrete by the Pressure Method – revisions for internal consistency
 - e. T 176, Plastic Fines in Graded Aggregates and Soils by Use of the Sand Equivalent Test – propose method for mixing working solution
 - f. T 23; Making and Curing Concrete Test Specimens in the Field – revisions
 - g. TP XX, Constant Mass
 2. T 121 – measure size for 1 ½” aggregate concrete – Greg Stellmach – tabled until the teleconference, date to be determined
 3. T 310 task force – Greg Stellmach– tabled until the teleconference
 4. Sampling of Asphalt Mixtures – T 168 is a ‘C’ method, should the QAC develop and ‘A’ method? – QAC topic – tabled until the teleconference
 5. WAQTC web page lists the AASHTO test methods, shouldn’t it say the ‘FOP for . . .’?– tabled until the teleconference
 6. Roles and Responsibilities of the Executive Board Members – Matt– tabled until the teleconference
 7. Test methods for Self-consolidating concrete – originally Matt Strizich– tabled until the teleconference
 8. Letter to AMRL from QAC RE: R 18
 9. Copyright for training materials – Garth – tabled until the teleconference
 10. Reciprocity questionnaire– tabled until the teleconference
 11. Spring meeting schedule – WASHTO Portland
 12. How does the new AASHTO release date affect QAC schedule? – Garth
 13. Dates and locations of upcoming QAC meetings - Garth
 14. Other

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Topic	Discussion / <i>Decision</i>	ACTION REQUIRED BY:
Meeting reschedule	<p>Due to unforeseen travel issues the meeting on Sun. July 31st had fewer attendees than anticipated. Those in attendance were:</p> <p>Garth Newman, ITD and QAC Chair, John Bilderback, ITD, Scott Andrus, UDOT, Casey Soneira, AMRL, and Desna Bergold, D B Consulting.</p> <p>Those in attendance reviewed the AASHTO SOM agenda and decided to reschedule the majority of the meeting for Mon. Aug. 1st at 5:00 pm, after the Technical Sections (TS) meetings are finished for the day.</p>	
Revisions to AASHTO T 121 and T 152	<p>The revisions proposed to AASHTO on Monday are to <i>T 121, Density (Unit Weight), Yield, and Air Content (Gravimetric) of Concrete</i> (minor revisions) and <i>T 152, Air Content of Freshly Mixed Concrete by the Pressure Method</i> (revisions for internal consistency). Scott Andrus is the Champion for the revisions to both of these methods and he will present the proposals to Technical Section (TS) 3b.</p> <p>Those in attendance discussed the revisions and determined that there should not be any issues.</p> <p><i>Scott Andrus will champion the revisions to T 121 and T 152.</i></p>	
Spring meeting – WASHTO in Portland	<p>Desna asked those in attendance to discuss the Executive Board Spring meeting schedule in order to give Greg Stellmach, ODOT and Executive Chair, some guidance early Monday.</p> <p>The WASHTO Construction / Materials meeting will be held in Portland OR on April 10th through the 13th. Barbara Harriman, ODOT, has contacted Desna and is helping to make meeting arrangements. She recommended having the Board meeting on Monday the 10th as WASHTO only has registration and an evening reception that day. She pointed out that some attendees may not want to have the Board meeting after the WASHTO meeting, Thursday and Friday, because it is the beginning of a holiday weekend. Those in attendance agreed that a Monday meeting would work well.</p> <p><i>The Executive Board meeting will be held Monday, April 10th 2017, in Portland, OR, before the WASHTO Construction / Materials meeting.</i></p>	
Welcome	<p>The Board reconvened at 5:00 pm, Monday with the above noted attendees.</p> <p>Greg welcomed those who attended and introduced the first agenda item; the WAQTC proposed revisions to AASHTO test methods and procedures that were not covered in Monday's TS meetings.</p>	

<p>Revision proposals</p>	<p>The next methods to be presented are <i>T 99 and T 180; Moisture Density Relations of Soils</i> (better equation in A1.6) on Tuesday, Aug. 2nd at 10:15 am to TS 1b, Garth Newman Champion.</p> <p>Next, the proposed <i>R XX, Sampling of Aggregates</i>, a new AASHTO procedure to replace T 2, a ‘C’ method, on Wednesday Aug. 3rd at 8:00 am, to TS 1c, Greg Stellmach Champion.</p> <p>Also on Wed. at 10:15 pm, revisions to <i>T 23; Making and Curing Concrete Test Specimens in the Field</i> will be proposed to TS 3c, Greg Stellmach Champion.</p> <p>Finally on Thursday Aug. 4th at 8:00 am, Bill Scheibel, CDOT and proposal Champion, will present <i>T 176, Plastic Fines in Graded Aggregates and Soils by Use of the Sand Equivalent Test</i> to TS1a.</p>	
<p>T 176</p>	<p>Bill discussed the negative vote from the balloted revision to T 176. Mark Felag, Rhode Island, voted negative with the following comment:</p> <p style="padding-left: 40px;">“While I agree with the concept of thoroughly mixing, agitating vigorously for 1-2 minutes twice seems excessive. Have shorter times (and only once) been reviewed? If mixing is done by hand this would be very hard to do.”</p> <p>The procedure is very prescriptive in many other aspects but did not address mixing the working solution. All agreed that this could be resolved during the meeting.</p> <p><i>Bill Schiebel will present the revision to TS 1a.</i></p>	<p>BILL SCHIEBEL</p>
<p>R XX (T 2)</p>	<p>Greg discussed the negative vote and the lengthy comments on a couple of affirmative votes from the balloted proposal R XX (T 2 replacement).</p> <p>The negative vote from Donald Streeter, NY:</p> <p style="padding-left: 40px;">“Reject based on Section 5-Procedure. Procedures are overly simplified and remove important details currently in ASTM D75 that explain nuances in sampling that may result in variations between samplers. Language on nominal maximum size is acceptable.”</p> <p>The attendees thought that this and other comments could be addressed in the meeting. If not, we can make specific revisions and additions as requested. This proposal was just the first attempt at drafting the new practice.</p> <p><i>Greg Stellmach will discuss this with Don Streeter and Scott Seiter, TS 1c Chair.</i></p>	<p>GREG STELLMACH</p>

T 99/T 180	<p>Garth did not feel there was anything to discuss concerning these methods.</p> <p><i>Garth will present the proposed revisions to TS 1b.</i></p>	
Other revisions proposed by members	<p>Bill asked to discuss another method, <i>AASHTO T 297 Consolidated, Undrained Triaxial Compression Test on Cohesive Soils</i>, this method is up for reconfirmation in TS 1a. As Vice Chair of this Tech. Section and one of the methods steward, Bill reviewed the method before proposing it for reconfirmation. He wanted the Board to be aware that he will be suggesting revisions to the “C” method (ASTM procedures referenced by AASHTO). The AASHTO method lists references to AASHTO methods to replace the ASTM methods that are referenced in the body, but the list is not complete. He expects this revision to be editorial.</p> <p><i>No action required.</i></p>	
Teleconference	<p>Greg discussed the possibility of scheduling a teleconference for the agenda items that there will not be enough time to cover in this meeting.</p> <p>Unless something comes up that is more pressing, the Board agreed that late October, early November, would be good for a two hour teleconference.</p> <p><i>Desna will poll Board for availability October 24th through November 4th.</i></p>	DESNA BERGOLD
QAC schedule	<p>The AASHTO SOM revision balloting process has significantly changed this year. Garth wanted to discuss the changes and how they affect the QAC.</p> <p>From the schedule in the new AASHTO Standards:</p> <p><i>The Materials Book is updated three times per year, in mid-April, mid-June, and mid-August.</i></p> <ul style="list-style-type: none"> • <i>The April release updates the sections on Hydraulic Cements, Concrete, Concrete-Related Materials, Pavement Serviceability, Environmental Quality, and Quality Assurance.</i> • <i>The June release updates the sections on General Manufactured Materials.</i> • <i>The August release updates the sections on Geotechnical, Bituminous Materials, and Mixtures.</i> <p>Garth emailed Evan Rothblatt, AASHTO Program Manager, to ask if this schedule will change. Evan supplied more detailed information including mid-year and production schedules.</p>	

	<p>The Board discussed the possibility that the QAC training materials revision schedule may need to be adjusted to address updates in the August release.</p> <p>The Board determined that the AASHTO SOM meeting may provide more information. Oak Metcalfe, MDT, is on the AASHTO Executive Council, he volunteered to discuss the possibility of obtaining August released revisions before they are published.</p> <p><i>Oak Metcalfe will discuss this issue with AASHTO.</i></p>	<p>OAK METCALFE</p>
<p>Dates and locations of upcoming QAC meetings</p>	<p>The QAC proposes holding their Winter meeting in Reno, NV, January 30th through February 3rd and holding the Summer meeting in Portland / Vancouver, dates to be determined.</p> <p>Greg called a vote. All in favor.</p> <p><i>The proposed QAC meeting locations are approved.</i></p>	
<p>Letter to AMRL from QAC</p>	<p><i>R 18, Establishing and Implementing a Quality Management System for Construction Materials Testing Laboratories</i></p> <p>The QAC had questions concerning the revisions to R 18. Specifically, section 6.7.2 subsection .5:</p> <p><i>Test Records</i>—The laboratory shall maintain test records that contain sufficient information to permit verification of any test reports. Records pertaining to testing shall include original observations, calculations, derived data, and an identification of personnel involved in sampling and testing.</p> <p>The laboratory shall prepare test reports that clearly and accurately present the following information:</p> <p style="padding-left: 40px;">Deviations from, additions to, or exclusions from the test method;</p> <p>They would like to know that if an agency has established revisions to the test method would it need to be noted on every test report.</p> <p>The QAC wants the Board to approve sending a letter to AMRL for clarification. Casey Soneira, AMRL, saw the agenda item and prepared a response. AMRL and CCRL have no expectations that a test procedure needs to be traced to an AASHTO or ASTM method. Any standard is acceptable so that if a laboratory is using a state method, reference to that method is sufficient. If a technician is instructed to do something other than a stated method, they need to note it on the report. An example would be if an engineer requests a five-point Liquid Limit, that modification should be indicated on the report.</p> <p><i>Garth Newman will report to the QAC the AMRL / CCRL clarification.</i></p>	<p>GARTH NEWMAN</p>

Spring meeting	<p>Greg informed the Board what was decided at the meeting the day before.</p> <p><i>The Executive Board meeting will be held April 10th in Portland, OR, before the WASHTO Construction / Materials meeting.</i></p>	
Other item	<p>Scott Andrus, UDOT and Treasurer, reported that no agencies have officially committed to the new TPF solicitation.</p> <p><i>Board members need to follow up on their commitment.</i></p>	
Other item	<p>Scott's term on the SOM Executive Council is over in one year. He recommends someone from the WAQTC get involved on this level. It has been beneficial for a WAQTC member to be on the board.</p> <p><i>Executive Board members consider volunteering for the SOM Executive Council.</i></p>	
Other item	<p>Casey informed the Board that the AMRL is currently moving into member states for assessments. AMRL needs an updated list of qualifications and what they cover.</p> <p><i>Garth and Desna will provide this information from the revised Administration Manual.</i></p>	