

WAQTC

EXECUTIVE COMMITTEE MEETING MINUTES

LEADER : Michael SanAngelo
FACILITATOR : Bernie Kuta
RECORDER : Garth Newman

DATE : March 22, 2004
TIME : 8:30 am to 3:30 pm cst

EXECUTIVE COMMITTEE MEMBERS PRESENT

Tim Biel, UDOT
Burnie Kuda, WRC
Garth Newman, ITD
Tim Aschenbrener, Colorado DOT

Michael San Angelo, AkDOT-PF
Jeff Gower, Oregon DOT
Tom E. Baker, Washington DOT

MEMBERS ABSENT

Richard Duval, CFL-H D
Mark Elicegui, NDOT
John Tenison, NMSHTD

Garrett Okada, HDOT
Howe Crockett, WLF-HD
Jeff Miles, ITD

TTOP MEMBERS PRESENT

Garth Newman ITD
Jeffery Rayman MtDOT

Troy Peterson UDOT

GUESTS

Jim Sorenson FHWA
Gary Selmi NDOT
David Belser TxDOT
Kevin Dayton WsDOT
Shawna King ITD

Brian Legan NMSHTD
Bill Hoffman NDOT
Greg Christensen AKDOT&PF
Luci Moore ODOT
Scot Seiter OkDOT

MEETING OBJECTIVE :

1. Discussion on Texas joining
2. TCCC up-date
3. Pooled Funds
4. Qualification Advisory Committee (QAC) Discussion
5. Action Items
6. Possible membership revisions

PLEASE RESPOND TO YOUR ACTION ITEMS.

ISSUE	DISCUSSION	DECISION	ACTION REQUIRED
1)	Meeting Started with introductions. No changes to the executive committee.		
2) Texas membership	The first business was an open discussion and question answer session with a vote on bringing Texas into the WAQTC membership. Texas informed the group that they do not use AASHTO Test methods. Garth stated this would preclude them from belonging to the TTQP portion of WAQTC. Tim Biel pointed out that they could however belong to the WAQTC according to the bylaws.	Vote was taken 7 yes 1 no Texas voted in as member.	
3)TCCC up-date	As part of the TCCC up-date it was recommended by Garth that another person be added to represent the WAQTC at the TCCC. The recommendation was Linda Hughes from WsDOT. The group was in favor. TCCC and NHI have sent out the RFP for the Structures Inspection course that WAQTC started. Tim Aschenbrener asked if each of the agencies had an Inspector qualification program. Per agency: Texas, Oklahoma, & Colorado just OJT no qualification process Nevada some in service training no qualification process New Mexico Has a RFP out for a consultant to develop inspector modules uses mentoring on the job no qualification process Oregon, Utah building new inspector courses no qualification process Montana basic course work in inspection no qualification process Washington extensive training program no qualification process Idaho coursework and basic qualification process	After the review Tim suggested that a subgroup be put together to look at inspector coursework. Their charge would initially be to put together a matrix of construction course work. Subgroup consists of Linda Hughes, Tim Aschenbrener, Luci Moore, & Tim Biel. Garth will send the Chair (Luci Moore) the TCCC matrix for construction	Subgroup Luci Moore ODOT Chair Linda Hughes, Tim Aschenbrener, & Tim Biel. Garth Newman

PAGE 3

ISSUE	DISCUSSION	DECISION	ACTION REQUIRED
<p>4) Pooled funds and RFP</p>	<p>Funds Bernie reported that FHWA determine if agencies have submitted funds for the pooled fund if they aren't SP&R funds. No one individual can certify that all the funds exist so we are unable to use them.</p> <p>Mike San Angelo stated that if it was just an issue of FHWA being the lead agency that Alaska would take over as lead agency. However, if that won't help in getting the fund captured then the WAQTC organization would like to know who to contact about this issue.</p> <p>Bernie was asked where we are at with the RFP. He stated he had revised it with the intention of sending out but the funding was a problem No one has seen the revisions.</p>	<p>A letter will be generated by Mike San Angelo explaining that FHWA's accounting practices are creating a real organizational problems for the WAQTC. We are unable to send out our RFP to get a day-to-day program manager on board. Also we are unable to use these funds to travel to our meetings creating an inability to work on materials up-dates. This letter will be sent by both the organization and by the individual agencies. Bernie will supply the Names and addresses of who should receive these letters.</p> <p>Bernie will send out the revised one immediately for review and comment.</p>	<p>Mike San Angelo LETTER</p> <p>Bernie Kuta Names and addresses</p> <p>Bernie Kuta</p>
<p>5) QAC</p>	<p>QAC Garth gave a report on last years activities. Thanked Ak., Or., and Ut. for sending help to the revisions meeting. This years meeting must be held in Portland Oregon because of travel constraints with ODOT. This has to do with not having pooled funds to travel on.</p>	<p>The dates will either be the week of July 12th or July 26th.</p>	<p>Garth Newman Set dates</p>

PAGE 4			
ISSUE	DISCUSSION	DECISION	ACTION REQUIRED
6) Training and Qualification	Mike San Angelo is working on the development of web based training with Portland State University. Alaska would pay for the first module to be developed.	Keep everyone up-dated	Mike San Angelo
7) Full WAQTC membership vs partial.	Task force to look at if the bylaws, operational agreement, & administrative manual need revisions to more closely match what is really being followed by all the WAQTC members. One of the issues is if an individual is suspended in a state that uses all the qualifications what happens if that individual goes to a state that only uses one of the qualifications? Another, is what extra test methods are required, if any, in each agency, for each qualification area. Two years ago a matrix was put together outlining exactly what test methods the agencies are using.	Recommendations will be sent to the full executive committee. Task force is: Chair Jeff Gower,; Tom Baker, Tim Aschenbrener, & Tim Biel. This group gave themselves a 90 day turn around Garth will send out the existing data and ask for an up-date which he will supply to the taskforce.	TASKFORCE Jeff Gower Chair Tom Baker, Tim Aschenbrener, & Tim Biel. Garth Newman
8) other issues	Other issues CCRL accreditation has become an issue because that require ASTM test to be performed and the agencies use AASHTO methods. Question Can AMRL expand into cement/concrete?	Tom Baker will bring this issue up at WASHTO.	Tom Baker
	PROPOSED NEXT MEETING : Seattle or Las Vegas October 5, 2004	Please respond to Garth if this doesn't work for you! Check about a Meeting room	Tom Baker Mark Elicegui