

WAQTC EXECUTIVE COMMITTEE

Spring Meeting
April 4th 1:00 pm – 5:00 pm
April 5th 8:00 am – 1:00 pm
Boise, ID

Meeting called by: Jeff Miles, ITD
Facilitator: Desna Bergold; DB Consulting

Attendees:	Jeff Miles, ITD	Absent:	Matt Strizich, MDT
	Garth Newman, ITD*		Jeffrey Seiders, TxDOT
	Scott Andrus, UDOT		Bryce Simons, NMDOT
	Mike San Angelo, AKDOT & PF		
	Richard Duval, CFLHD		
	Howe Crockett, WFLHD		
	Cole Mullis, ODOT		
	Tom Baker, WsDOT		
	Jim Zufall, CDOT		

* Non-voting QAC members as Executive members are present

Agenda Items/Objectives

Strategic Plan	From December meeting
WAQTC Website	From December meeting
Pooled Fund Renewal	From December meeting
AASHTO Test Methods that are of concern to WAQTC	From December meeting
Form Pooled Fund Committee	Jeff Miles

Additional Information

ISSUE	DISCUSSION / DECISION	ACTION REQUIRED BY:
Strategic Plan	<p>Cole Mullis, ODOT, handed out hard copies of the draft strategic plan.</p> <p>The group discussed each point and goal, led by Cole. Cole will make the edits as discussed and present on Tuesday (second day of meeting).</p> <p><i>Development of WAQTC Calibration Requirements:</i> what would this entail? Most calibration/standardizations/checks are covered by AMRL and AASHTO R 18?</p> <p>Assigned task groups for Strategic plan items:</p> <p>Mike San Angelo, AKDOT: Update and maintain Training Materials in the latest MS Office product.</p> <p>Cole Mullis and Mike San Angelo: Discontinue the Oral Performance Exams – Incorporate into Written Exam Oral exam</p> <p>Tom Baker, WsDOT: Develop SOP for Humphrey’s Curve Washington T 606 priority</p> <p>Jeff Miles, IDT w/Desna Bergold: Develop Semi-Annual Newsletter priority this year</p> <p>Jeff Miles: Evaluate and modify other Alaska training modules for incorporation into WAQTC and further updates</p> <p>Garth Newman, IDT and Quality Advisory Committee (QAC):</p> <ul style="list-style-type: none"> • Develop a 4th Qualification Exam for each materials discipline • Develop 3-5 New Questions Per Year, Per Module • Develop Electronic Question Database – Randomly Generate Questions <p>Cole Mullis and Scott Andrus, UDOT: Develop Asphalt Volumetric Module priority</p> <p>Mike: Develop Training for Exam Proctors and Develop Trainer Qualification Requirements</p> <p>QAC chair and QAC: Evaluate training materials every 5-years for content priority</p> <p>QAC: ‘The QAC will establish objectives for the written exam and make a proposal to the Executive Committee on the value of developing Open-Book written exams. Proposal will include selection of a psychometrician to work with WAQTC for creating and evaluating the exam .Come up with objectives for EC approval and then determine which the most appropriate method is, possibly hire a psychometrician to help create tests.’</p>	<p>Cole Mullis</p> <p>Mike San Angelo</p> <p>Cole Mullis/Mike San Angelo</p> <p>Tom Baker</p> <p>Jeff Miles/Desna Bergold</p> <p>Jeff Miles</p> <p>QAC by August EC meeting</p> <p>Cole Mullis/ Scott Andrus</p> <p>Mike San Angelo</p> <p>QAC</p> <p>QAC by August EC meeting</p>

ISSUE	DISCUSSION / DECISION	ACTION REQUIRED BY:
	<p>Desna Bergold: Ask local Universities what it would take to hire someone and present to QAC.</p> <p>Jim suggested that the spreadsheet of assignments and activities for AASHTO revisions be posted on the website.</p>	<p>Desna</p> <p>Desna/Howe</p>
<p>WAQTC Website</p>	<p>Read related minutes from December meeting.</p> <p>Howe Crockett, WFL-HD, is willing to continue hosting the website but it would continue to be the basics.</p> <p>Mike talked about his discussions with a private company with a huge bandwidth and many options that could help push WAQTC toward the future. But Alaska cannot pay for hosting a website. There would also be a monthly fee and an hourly fee for updates.</p> <p>Potentially the website could allow for:</p> <ul style="list-style-type: none"> On-line applications Print Qualifications Newsletters Social networking Wikipedia style community materials development Videos of changes on YouTube <p>Motion: Mike will get more information and details of the company that he is working with and present the information and if the numbers are reasonable, as verified by Desna, move forward.</p> <p>Vote: 7 ayes, 0 against</p> <p>Tom Baker will request Pavia to present at one the next two meetings</p>	
<p>Pooled Fund Renewal</p>	<p>Scott Andrus reported on the current state of funding.</p> <p>It was suggested that WAQTC start over with a new pooled fund. Scott will ask the accountant what WAQTC should do based on the pooled fund rules. It may be easier to use what is currently in the account and then start a new account. Scott will find out if the old pooled fund has to be spent before starting a new one or if having the funds allocated is sufficient.</p> <p>It is not expected that NM, TX and HI will participate further.</p> <p>Future commitment would be \$10,000 per year for 5 years.</p> <p>Pooled fund site and manual: http://www.pooledfund.org/</p> <p>How can WAQTC show that this program has saved agencies money and will continue to save money? We need to show how well WAQTC</p>	

ISSUE	DISCUSSION / DECISION	ACTION REQUIRED BY:
	<p>represents members concerns and revisions to AASHTO and the money that is saved by affecting AASHTO. WAQTC program also assists states in meeting CFR and Stewardship and Oversight agreements.</p> <p>Howe suggested that he may try to be more specific in Stewardship agreements, requiring 'Qualification by WAQTC or qualification in the state in which the contract resides.'</p>	
Form Pooled Fund Committee	<p>Scott is willing to keep the management of the pooled fund.</p> <p>Committee: Howe Crockett, Scott Andrus and Jeff Miles</p>	
New business	<p>Cole asks: does the QAC need to meet more frequently? Garth, QAC Chair feels the answer is yes.</p> <p>QAC should add web meetings quarterly. Desna will ask the QAC, when would be a good time soon, perhaps in the next 30 days.</p> <p>Put on QAC web meeting agenda: Strategic plan follow-up and assignments to the QAC; executive committee expectations.</p> <p>Howe would provide the Adobe Connect anytime the webinar is scheduled, let him know how many spaces are needed.</p> <p>Tom: TM 2 Sampling of Fresh Concrete issues with AASHTO, perhaps WAQTC should propose research to determine the variations in concrete sampling procedures.</p> <p>Tom also proposed research on shotcrete use with soil nail walls, concerns about long-term durability; AASHTO has not wanted to support this research.</p>	
AASHTO Test Methods that are of concern to WAQTC	<p>Garth handed out hard copies of revisions tracking forms and spreadsheet and reviewed each standard.</p> <p>T 275: do we want to changes all the formulas (T 209 and T 166)? Tom feels that these are editorial changes; Tom will have the editorial staff change the formulas. Champion: Tom</p> <p>T 209 appendix: add Superpave abbreviations, still editorial. Champion: Tom</p> <p>T 308: Tom says this is also editorial. Champion: Tom</p> <p>T 312: clarification for testing of plant-produced HMA. Champion: Scott Andrus. Send changes to Scott for submittal to Rick Harvey (cc: Garth and Desna) and follow up with a phone call.</p> <p>T 248: Revised to address Combined Coarse and Fine Aggregate and the lack of restriction of reducing wet material using a mechanical splitter. Make a note in T 248 to explain why we are doing all the splitting and</p>	<p>Tom Baker</p> <p>Tom Baker</p> <p>Tom Baker</p> <p>Scott Andrus</p> <p>Cole Mullis</p>

ISSUE	DISCUSSION / DECISION	ACTION REQUIRED BY:
	<p>recombine. Get new photos to update splitter graphics. Champion: Cole Mullis, Cole will send to Scott Seiter</p> <p>T 310: Updated references and reworded and reorganized for clarity. Needs to be balloted. Champion: Jim Zufall, Jim will send to James Williams.</p> <p>Revision tracking forms and redline Test Methods are posted on the website.</p> <p>QAC would like to know how to get one definition for constant mass and use throughout AASHTO. Propose revisions for each test method. Jeff recommends chipping away at it, perhaps picking a Tech Sections method per year. Desna: Get a list of each section that has constant mass and what tech section they belong to.</p> <p>T 99 and T 180 are broken. Garth presented a PowerPoint of the various issues and how to address them:</p> <p>QAC reviewed T 224 and spent 2 days discussing the interconnectedness to T 99, T 180, T 272, and T 224. Suggested creating annex to T 99 and T 180 to replace T 224.</p> <p>Jeff is leading the AASHTO SOM Task Force to address T 99 and T 180 issues.</p> <p>Assignment for all: Send mold calibration results to Desna.</p> <p>Jeff will have web conference with the SOM Task Force in May.</p> <p>Cole has an issue with FOP for T 166: AASHTO T 166 4.6 states 'If desired, specimens may be separated from other pavement layers by sawing or other suitable means. Care should be exercised to ensure sawing does not damage the specimens.' Why isn't this in the FOP? All agree: Add to QAC agenda.</p> <p>Jeff: AASHTO T 22 allows three methods sulfur capping, grinding, and neoprene caps. Have to keep sulfur around for CCRL to be qualified in the method. 'Seal-cap' no longer available substitute is caustic. CCRL allows qualifying with whatever method one uses</p>	<p>Jim Zufall</p> <p>Desna Bergold</p> <p>All</p> <p>Desna</p>
Volumetric Module	<p>Garth: AsTT does not include T 312. Volumetric module would contain all the volumetric calculations; perhaps T 312, which is specimen preparation, should be included in AsTT and not just the Volumetric module.</p> <p>After discussion everyone decided that the first step is to get existing modules from the states that are using them together and go from there.</p>	
Other new	Mike would like to get WASHTO back together.	

ISSUE	DISCUSSION / DECISION	ACTION REQUIRED BY:
business	<p>The out of state travel restrictions are a problem, many states cannot travel unless it is fully sponsored. It would be good to market WAQTC to the WASHTO members and possibly WAQTC could sponsor future WASHTO meetings. If most WASHTO members could join WAQTC then the Executive Committee meeting could combine with a WASHTO style meeting. Jeff asked Mike to create a survey of options that Jeff could send to WASHTO members to determine where the interest is.</p> <p>Survey questions: Is anyone interested in creating a WASHTO pooled fund and scholarships, could people travel with or without sponsorship? Could they travel if there were a pooled fund created? Would anyone be interested in hosting the meetings? Perhaps start discussions with the WASHTO sponsor: Francis Zeigler, North Dakota</p>	Mike San Angelo/Jeff Miles
	<p>When should the EC meeting be held in conjunction with AASHTO SOM? Executive council meeting is 2:00 to 5:00 on Sunday. Jeff proposed 10:00 to 2:00 on Sunday and perhaps a luncheon. Desna will arrange room with the Vermont guy.</p> <p>It is suggested that the best airport to fly into is Manchester.</p>	Desna
QAC winter meeting	<p>The EC discussed what the best place for the QAC winter meeting is; Reno seems to have been quite successful in the past. Desna will make arrangements.</p>	Desna
	<p>All EC and QAC members: Send Jeff ideas for research for AASHTO SOM, if WAQTC Sponsors a research proposal it will probably be used.</p> <p>Jim suggests comparing gas mileage of vehicles on HMA or PCCP with similar smoothness.</p>	EC and QAC
Other	<p>Do we want the comprehensive minutes posted? Jeff says sure.</p> <p>Send final QAC meeting minutes to EC.</p> <p>Send QAC minutes to Howe for posting on the web-site.</p> <p>Howe sent some suggested edits to the by-laws. These are good and will be posted.</p>	Desna Desna/Howe Crockett
Revisit strategic plan	<p>Cole made the suggested edits and added a '2011 Planned Work' section for prioritized goals. Group reviewed changes, all agree it looks good.</p> <p>Desna: Remove notes form where the statement came from. Add a description for each item. Send out for last look, 10 day response time, respond to responses and then send for vote.</p> <p>Tentative approval.</p>	Desna