

WAQTC EXECUTIVE COMMITTEE MEETING MINUTES

MEETING CALLED BY: MATT STRIZICH, MDT
FACILITATOR: DESNA BERGOLD,
DB CONSULTING

DATE: APRIL 23 AND 24 2013
TIME: 1:00 TO 5:00 PM AND 8:00 AM TO NOON
LOCATION: PORTLAND OR

COMMITTEE MEMBERS PRESENT:

GARTH NEWMAN, QAC
MIKE SANTI, ITD
SCOTT ANDRUS, UDOT
COLE MULLIS, ODOT
BILL SCHIEBEL, CDOT
MICHAEL VOTH, CFLHD
GREG STELLMACH, ODOT
MATT STRIZICH, MDT

ABSENT:

HOWE CROCKETT, WFLHD
TOM BAKER, WSDOT
MIKE SAN ANGELO, AKDOT & PF
BRYCE SIMONS, NMDOT

AGENDA ITEMS / OBJECTIVES:

1. AASHTO SOM follow up
 - a. T 312 task force - Garth
 - b. English / Metric in AASHTO methods – list from Qualification Advisory Committee (QAC)
2. Calibration of air content gauges – report from QAC
3. AASHTO no longer printing ASTM procedures and the additional cost to states that specify AASHTO – Garth Newman
4. WAQTC Style Guide – QAC
5. AMRL using CCRL for inspection – letter from the QAC
 - a. Sampling Fresh Concrete
6. AASHTO 'C' methods – QAC meeting
7. Development of an FOP library – QAC meeting
8. Standardization of T 209; Theoretical Maximum Specific Gravity (G_{mm}) and Density of Hot Mix Asphalt (HMA) Flask – EC member to bring this forward to the AASHTO SOM – Garth
9. AASHTO Revisions
 - a. R 35; Superpave Volumetric Mix Design for Hot Mix Asphalt (HMA)
 - b. T 22; Compressive Strength of Cylindrical Concrete Specimens
 - c. T 248; Reducing Samples of Aggregate to Testing Size
 - d. T 269; Percent Air Voids in Compacted Dense and Open Asphalt Mixtures
 - e. T 287; Asphalt Binder Content of Asphalt Mixtures
 - f. T 305; Determination of Draindown Characteristics of Uncompacted Asphalt Mixtures
 - g. T 319; Quantitative Extraction and Recovery of Asphalt Binder from Asphalt Mixtures
10. Proposed AASHTO Procedures
 - a. TP XX (TM 11) Sampling Hot-Mix Asphalt (HMA) After Compaction (Obtaining Cores)
 - b. TP XX (TM 8) In-Place Density of Bituminous Mixes by Nuclear Methods
11. Strategic Plan – Marketing WAQTC
12. CFL and FHWA-TFHRC involvement in WAQTC – Howe Crockett
13. Website update – posting items
14. TCCC representative update – Cole Mullis / Greg Stellmach
15. TCCC request for materials - Garth
16. Financial Report – Scott Andrus
17. Go, nogo device draft procedure – Scott Andrus
18. AASHTO SOM August 4th through 8th, Tahoe NV
 - a. Work through AASHTO to arrange Sunday meeting – email from Bryce

ISSUE	DISCUSSION / <i>DECISION</i>	ACTION REQUIRED BY:
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AASHTO SOM FOLLOW UP

T 312 TASK FORCE	<p><i>AASHTO T 312; Preparing and Determining the Density of Hot Mix Asphalt (HMA) Specimens by Means of the Superpave Gyrotory Compactor</i></p> <p>Garth Newman, ITD, reviewed the AASHTO SOM Tech Section 2d meeting minutes and has been unable to get a complete picture of who is on the Expert Task Group (ETG) and was unable to pursue the information that WAQTC wants.</p> <p>Cole Mullis, ODOT, will be seeing Georgene Geary, chair of Tech Section 2d, next week and will work with her to obtain the information WAQTC is looking for. Garth will send Cole a list of the information that is needed.</p> <p><i>Garth Newman and Cole Mullis will follow up.</i></p>	<p>COLE MULLIS AND GARTH NEWMAN</p>
T 99 / T 180 TASK FORCE	<p>Garth will call Bryce Simons, NMDOT, to find out who is assigned to the Task force and then try to set up a meeting.</p> <p><i>Garth will follow up.</i></p>	<p>GARTH NEWMAN</p>
ENGLISH / METRIC USAGE IN AASHTO METHODS	<p>The list from the QAC of AASHTO procedures that should be addressed was presented. This list is limited to test procedures that have dual units but do not meet the AASHTO Style Manual for usage.</p> <p>Cole feels this is a good list to ask AASHTO to address. Cole and Bill Ahearn, VDOT, will present this list to the Executive Council.</p> <p><i>Cole will work with Bill Ahearn and present the list to AASHTO.</i></p>	<p>COLE MULLIS</p>
T 310	<p><i>AASHTO T 310, In-Place Density and Moisture Content of Soil-Aggregate by Nuclear Methods (Shallow Depth)</i></p> <p>This test procedure has requirements to verify the density of the blocks used to calibrate the gauges but it does not have a procedure to verify them.</p> <p>Cole announced that he is now on a task force to determine how to verify the density of the blocks to meet the requirements of this test method.</p> <p><i>Cole will keep WAQTC members posted.</i></p>	<p>COLE MULLIS</p>

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FROM QUALIFICATION ADVISORY COMMITTEE (QAC)

CALIBRATION OF AIR CONTENT GAUGES	<p>The maximum interval between air meter calibrations in AASHTO R 18 is three months. The <i>FOP for AASHTO 152; Air Content of Freshly Mixed Concrete by the Pressure Method</i> states: ‘Standardization shall be performed at a frequency required by the Agency.’ The Executive Committee (EC) has asked the QAC to address this.</p> <p>Garth reported that the QAC will change the FOP to meet the requirements of R 18.</p> <p><i>The FOP for AASHTO T 152 will have the same calibration frequency as that required in AASHTO R 18 in the 2013 training materials.</i></p>	QAC
AASHTO’S DISCONTINUING AASHTO T 309	<p>Garth expressed the concerns QAC has due to the AASHTO’s discontinuation of <i>T 309; Temperature of Freshly Mixed Concrete</i> forcing reliance on the ASTM procedure. This procedure is used by all the member agencies; these agencies purchase AASHTO manuals and then also need to purchase ASTM procedures.</p> <p>The EC recommended that the QAC write a new standard for temperature of freshly mixed concrete to propose to AASHTO.</p> <p>The new standard needs to differ from the ASTM standard due to copyright issues.</p> <p><i>QAC will develop a test method for temperature of freshly mixed concrete.</i></p>	QAC
AASHTO IS NO LONGER PRINTING ASTM PROCEDURES AASHTO ‘C’ METHODS	<p>A further concern is that AASHTO is trying to eliminate ‘C’ standards, those standards that are adopted from ASTM. AASHTO will be determining if these procedures will be developed as ‘A’ standards (wholly owned by AASHTO) or discontinued.</p> <p>The EC asks that the QAC identify the ‘C’ standards and provide a list to the EC. Members of the EC will then determine what AASHTO intends to do with them. Two test methods of immediate concern that Garth identified are <i>T 2; Sampling of Aggregate</i> and <i>T 40; Sampling Bituminous Materials</i>.</p> <p>Matt Strizich, MDT, and Mike Santi, ITD, pointed out that this is actually a more global concern but feel perhaps dealing with the issue by addressing the individual standards may</p>	

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	<p>bring attention to the larger issue.</p> <p>Desna Bergold, DB Consulting, will start by creating a list of ‘C’ methods by tech section and identify which ones have been discontinued. The QAC will perform a risk assessment.</p> <p>This will be put on the QAC May teleconference agenda so that the EC will be able to discuss it in the teleconference in June.</p> <p><i>QAC and Desna will create a list of methods that are affected.</i></p> <p><i>EC will follow up on the list the QAC develops.</i></p>	<p>QAC AND DESNA BERGOLD</p> <p>EC</p>
<p>WAQTC STYLE GUIDE</p>	<p>The QAC has developed a <i>WAQTC Training Materials Style Guide</i> for consistent formatting and language use in WAQTC materials. The Style Guide was presented to the Executive Committee. Cole suggested that templates for FOPs and PowerPoint presentations be developed and made available to WAQTC members.</p> <p>Adoption of the Style Guide was put to a vote.</p> <p>Garth motioned to adopt the Style Guide for WAQTC use, Scott Andrus seconded, all approved.</p> <p><i>The Executive Committee approved adoption of the WAQTC Style Guide. This will be posted on the WAQTC website.</i></p> <p><i>Desna will develop templates based on the Style Guide and current materials.</i></p>	<p>DESNA BERGOLD</p>
<p>AMRL USING CCRL SAMPLING OF FRESH CONCRETE</p>	<p>The QAC identified many recent concerns that stem from AMRL’s use of CCRL inspectors when a laboratory is seeking AMRL accreditation in concrete. The CCRL inspectors are informing labs whose personnel are WAQTC qualified that the lab is not eligible for ASTM C 1077 accreditation. This has led to much concern and confusion. Many are not aware that ASTM C 1077 accreditation is not required for AMRL accreditation.</p> <p>The EC group suggested that someone call Stephen Lenker, Director – Construction Materials Reference Laboratory (AMRL/CCRL), for clarification and request follow up in writing.</p> <p><i>Matt will set up a call with the AMRL / CCRL director.</i></p> <p><i>Cole, Garth, and Matt will have a teleconference with Stephen Lenker.</i></p>	<p>MATT STRIZICH COLE MULLIS AND GARTH NEWMAN</p>

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DEVELOPMENT OF AN FOP LIBRARY	<p>The QAC discussed the possibility of developing an FOP library for AASHTO test methods that member states may be using but are not currently in the WAQTC qualification program (see minutes from Jan. QAC meeting).</p> <p>All thought that this sounds like a good idea but there are many issues to consider, for example the cost to develop and maintain the FOPs in the library and possible interference with QAC's time spent on training and qualification materials.</p> <p>It was decided to consider this in conjunction with the Strategic Plan discussion.</p> <p>The EC suggests that the QAC write a work plan for developing and maintaining the library.</p> <p><i>QAC will develop work plan.</i></p>	QAC
STANDARDIZATION OF T 209 FLASK	<p><i>T 209, Theoretical Maximum Specific Gravity (G_{mm}) and Density of Hot Mix Asphalt (HMA)</i> has limited instructions for standardization of the flask for the 'mass determination-in-air.' The QAC feels that there are some points that need to be clarified.</p> <p>The EC feels a short and easy questionnaire sent to other AASHTO states would provide necessary information. They also suggest that a proposed a method for standardizing the flask be included in the questionnaire. Include a request for contact information.</p> <p><i>Garth will develop the questionnaire and send it through AASHTO's listerv via Mike Santi.</i></p>	GARTH NEWMAN MIKE SANTI
AASHTO REVISIONS PROPOSED FROM THE QAC		
R 35; Superpave Volumetric Mix Design for Hot Mix Asphalt (HMA)	<p>Recommend adding V_a after first use of the term 'air voids' for consistency with nomenclature and the rest of the paragraph.</p> <p>Also add alternate formula for calculating V_a:</p> $V_a = 100 \left(\frac{G_{mm} - G_{mb}}{G_{mm}} \right)$ <p>Approved by EC.</p> <p><i>Cole Mullis will champion proposed changes at 2013 AASHTO SOM.</i></p>	COLE MULLIS

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T 22; COMPRESSIVE STRENGTH OF CYLINDRICAL CONCRETE SPECIMENS	<p>Recommend adding equivalents for 4 X 8 inch cylinders to the perpendicularity requirements as many states use the 4 X 8 inch cylinders.</p> <p>Also add descriptions to 'Types of Fracture' sketches.</p> <p>Approved by EC.</p> <p><i>Mike Santi will champion proposed changes at 2013 AASHTO SOM.</i></p>	MIKE SANTI
T 248; REDUCING SAMPLES OF AGGREGATE TO TESTING SIZE	<p>Graphics in Figure 2 still need to be fixed. Recommend adding section for reducing <i>Combined Coarse and Fine Aggregate</i>.</p> <p>Also add methodology to verify a representative sample is being obtained.</p> <p>Approved by EC.</p> <p><i>Cole Mullis will champion proposed changes at 2013 AASHTO SOM.</i></p>	COLE MULLIS
T 269; PERCENT AIR VOIDS IN COMPACTED DENSE AND OPEN ASPHALT MIXTURES	<p>Recommend adding symbols for air voids (V_a), and the specific gravities (G_{mb} and G_{mm}).</p> <p>Also add alternate formula for calculating V_a:</p> $V_a = 100 \left(\frac{G_{mm} - G_{mb}}{G_{mm}} \right)$ <p>Approved by EC.</p> <p><i>Oak Metcalfe, MDT will champion proposed changes at 2013 AASHTO SOM.</i></p>	OAK METCALFE
T 287; ASPHALT BINDER CONTENT OF ASPHALT MIXTURES BY THE NUCLEAR METHOD	<p>Originally constant mass was not fully defined in two locations, recommend adding references to existing drying procedures.</p> <p>Approved by EC.</p> <p><i>Oak Metcalfe, MDT will champion proposed changes at 2013 AASHTO SOM.</i></p>	OAK METCALFE
T 305; DETERMINATION OF DRAINDOWN	<p>Originally constant mass was not fully defined; recommend adding reference to T 255 which has complete instructions on achieving constant mass.</p>	OAK METCALFE

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CHARACTERISTICS IN UNCOMPACTED ASPHALT MIXTURES	<p>Approved by EC</p> <p><i>Oak Metcalfe, MDT will champion proposed changes at 2013 AASHTO SOM.</i></p>	
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T 319; QUANTITATIVE EXTRACTION AND RECOVERY OF ASPHALT BINDER FROM ASPHALT MIXTURES	<p>Originally constant mass was not fully defined; recommend adding necessary language.</p> <p>Approved by EC.</p> <p><i>Oak Metcalfe, MDT will champion proposed changes at 2013 AASHTO SOM.</i></p>	OAK METCALFE
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PROPOSED AASHTO PROCEDURES

TP XX (TM 8) IN-PLACE DENSITY OF BITUMINOUS MIXES BY NUCLEAR METHODS	<p>WAQTC has developed this new test method to propose to AASHTO.</p> <p>Approved by EC with the following addition:</p> <p>Note 1 – For in-place density results, correlation with cores is recommended (see Appendix).</p> <p><i>Scott Andrus will champion proposed changes at 2013 AASHTO SOM.</i></p>	SCOTT ANDRUS
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TP XX (TM 11) SAMPLING HOT-MIX ASPHALT (HMA) AFTER COMPACTION (OBTAINING CORES)	<p>WAQTC has developed this new test method to propose to AASHTO.</p> <p>Approved by EC.</p> <p><i>Scott Andrus will champion proposed changes at 2013 AASHTO SOM.</i></p>	SCOTT ANDRUS
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FROM EC

STRATEGIC PLAN	<p>The EC reviewed the Strategic Plan and made many revisions. Mostly removing the goals that have been achieved in the past year.</p> <p>Desna will draft a clean version and solicit input on additions and revisions before June teleconference. Desna will include the proposed FOP library for discussion when plan is revisited.</p>	
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	<p><i>Desna will send out revised Strategic Plan. This will be included on the June Teleconference agenda.</i></p> <p>The Executive Committee congratulates the QAC for their hard work and accomplishments.</p>	DESNA BERGOLD
CFL AND FHWA – TFHRC INVOLVEMENT	<p>Howe Crockett, WFLHD suggested in an email dated March 13 that the group discuss CFL participation.</p> <p>Michael Voth, CFLHD, explained that there is some cross over in representation to the EC for Federal Lands. Each division may not need to be represented. Federal Lands is considering consolidating representation.</p> <p><i>Howe and Mike Voth will share representation and work together.</i></p> <p><i>Ryan Hixson, WFLHD, will continue with the QAC and work with Mike and Howe.</i></p>	NO ACTION REQUIRED
WEBSITE UPDATE	<p>The group reviewed the updated website and the hosting arrangements. The EC needs to discuss the updating process with Mike San Angelo, AKDOT during the June teleconference. WAQTC needs to establish a protocol for communication with the web contractor.</p> <p><i>Will be added to the June teleconference agenda.</i></p>	DESNA BERGOLD
TCCC REP UPDATE	<p>Garth will no longer be able to represent WAQTC at TCCC. ODOT thought they may be able to provide a representative but they are unable to. Finding a representative may be a problem because travel has become an issue for most agencies.</p> <p>TCCC is moving to AASHTO, the final vote by AASHTO will be held soon.</p> <p>Item is tabled until the results of the AASHTO vote are known.</p> <p><i>Will be added to the June teleconference agenda.</i></p>	DESNA BERGOLD

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TCCC REQUEST FOR MATERIALS	<p>TCCC is in the process of developing an on-line training for AASHTO T 308 as an example class for the SOM. TCCC has requested WAQTC's training materials for this test procedure. There is a lot of concern about copyright issues and what this would mean to the WAQTC program.</p> <p>Matt will inform Ken Cox, FDOT, that WAQTC will not be giving TCCC materials at this time. The Executive Committee will discuss the issue further. This will be included on the teleconference agenda.</p> <p><i>Will be added to the June teleconference agenda.</i></p>	DESNA BERGOLD
FINANCIAL REPORT	<p>Scott distributed the financial report. The WAQTC needs to formalize the commitment of funds from each state. Scott will research how the commitment is formalized and / or solicited and be ready for discussion during the June teleconference. The Strategic Plan will be attached to the request for agency consideration and allocation of funds.</p> <p>The group agreed that the request should start at \$15,000 per year.</p> <p>Existing cycle goes through 2016.</p> <p><i>Scott will have more information on how the request is formalized for discussion during the June teleconference</i></p>	SCOTT ANDRUS
DB CONSULTING CONTRACT MOD.	<p>The current contract modification with DB Consulting expires June 30, 2013.</p> <p>Desna Bergold, DB Consulting, left the meeting and the committee discussed possible renewal. The committee decided to negotiate contract renewal modification.</p> <p><i>Matt will begin negotiations with DB Consulting.</i></p>	MATT STRIZICH DESNA BERGOLD
GO NOGO DEVICE	<p>Scott summarized the device and the modifications that were suggested by the QAC. If the modified device is ready Scott will bring it to the meeting in August.</p> <p><i>Possible discussion during August meeting. Desna will add to August agenda.</i></p>	DESNA BERGOLD

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<p>AASHTO SOM – WORK WITH AASHTO FOR EC MEETING</p>	<p>Bryce Simons, NMDOT, in an email dated April 16th, stated that Greta Smith, AASHTO, requested the WAQTC work with AASHTO to arrange the EC meeting at the AASHTO SOM meeting in Tahoe. Desna will find out what Greta and AASHTO would like WAQTC to do and report during the June teleconference.</p> <p>Cole has a draft schedule for the AASHTO SOM and believes that a Sunday meeting would be a problem. Cole will send Desna the draft schedule.</p> <p><i>Will be added to the June teleconference agenda.</i></p>	<p>DESNA BERGOLD</p>
<p>ADDITIONAL ITEM: NEWSLETTER</p>	<p>One of the goals on the Strategic Plan is to develop a Semi-Annual Newsletter.</p> <p>The group has authorized DB Consulting 10 hours to research and develop a proposal concerning format, distribution, and newsletter template.</p> <p><i>Desna will form a proposal for the newsletter and present at the August meeting.</i></p>	<p>DESNA BERGOLD</p>
<p>ADDITIONAL ITEM: RECIPROCITY AUDITS</p>	<p>Another goal on the Strategic Plan is ‘Reciprocity Audits of Member States.’ It was suggested that the QAC develop a work plan for this goal as a way to move forward.</p> <p>Issues to consider: What parts of WAQTC qualification are agencies using? How is each agency handling reciprocity? Is there inconsistency with the administration of the practical exams?</p> <p><i>QAC develop work plan for Reciprocity Audits.</i></p>	<p>QAC</p>
<p>ADDITIONAL ITEM: TRANSITIONING FILES AND DOCUMENTATION</p>	<p>Matt asked what happens to WAQTC files when the holder is no longer in their current position. How are the files handed to a successor?</p> <p>Case in point, Garth has held his current position in WAQTC since its inception and has all the archived files. There needs to be a process for an archive that is available to successive WAQTC members. Also in the consultant contract is requirements to return all files amassed by the consultant but it does not indicate how and to whom.</p>	

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	<p>Cole suggested that Desna determine what the potential is for archiving documents on the website and setting up a ‘for members only’ password protected page.</p> <p>Garth will determine how much information he has amassed and what effort it would take to get it all together.</p> <p><i>Desna will consult with the web holders concerning archiving in a member’s only portion of the web page.</i></p>	<p>DESNA BERGOLD</p>
<p>ADDITIONAL ITEM: QAC MEETING AGENDAS</p>	<p>Cole pointed out that the QAC agenda sent with the July meeting invitation did not give the impression that the meeting requires a week to cover the items.</p> <p>Garth explained that the agenda is a short list of specific issues that have been identified. The main portion of the meeting is to address each section of the training material in succession to determine if there are any concerns or revisions. Also, the meeting will address AASHTO revisions to test methods each year which can’t be identified until the current AASHTO manuals are available (usually early July).</p> <p>Part of the reason the agenda is sent with the invitation is to support the travel request and time each member invests. The QAC agendas could more accurately represent the amount of work, time, and effort the meeting requires to better explain and justify the representative’s commitment.</p> <p><i>Desna will revise the agenda to include the items that have been assumed but not listed.</i></p>	<p>DESNA BERGOLD</p>