

WAQTC EXECUTIVE BOARD

2021 FALL MEETING MINUTES

MEETING CALLED BY: JOHN BILDERBACK,
CHAIR

RECORDER: DESNA BERGOLD, COORDINATOR

DATE: NOVEMBER 5, 2021

TIME: 11:00 AM MDT

LOCATION: TEAMS MEETING

ATTENDEES:

BOARD MEMBERS:

JOHN BILDERBACK, CHAIR, ITD
LARRY ILG, ODOT, VICE CHAIR
L. SCOTT NUSSBAUM, TREASURER, UDOT
MIKE SAN ANGELO, AKDOT & PF
CRAIG WIEDEN, CDOT
MICHAEL VOTH, CFLHD
BRIAN IKEHARA, HDOT
MATT LINNEMAN, NDDOT
GARRETT WEBSTER, WSDOT
CHAD CLAWSON, ITD
SEAN PARKER, ODOT, CHAIR

INVITED GUESTS (QAC MEMBERS):

MISTY MINER, MDOT, VICE CHAIR
LORI COPELAND, ITD
GILBERT ARREDONDO, UDOT
RANDY MAWDSLEY, WSDOT
GARTH NEWMAN, WSDOT.
NASSIM SABAHFAR, FHWA
SONYA PUTERBAUGH, AASHTO RE:SOURCE

ABSENT:

BRIAN IKEHARA, HDOT
OAK METCALFE, MDT

Agenda Items / Objectives:

1. 2021 Proposed AASHTO revisions:
 - a. R 47, Reducing Samples of Asphalt Mixtures to Testing Size (TS 2c) – Champion Larry Ilg – TS 2c
2. Executive Board Chair and Vice Chair
3. Funding and Budget – Scott
4. Prometric progress – Scott and Randy
5. Strategic Plan Progress – 2021 Planned Work
 - a. Continue work on ‘on-going’ activities.
 - b. Evaluate existing training materials for needed improvements / updates.
 - c. Member teleconferences to share developments in training and certification platforms.
 - d. Investigate virtual written examinations (Prometric)
 - e. Thoroughly review testing methodology
 - f. Develop written exam to comply with ASTM D3740.
6. Other items

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Topic	Discussion / <i>Decision</i>	Action Required by:

WELCOME	<p>John Bilderback, ITD, Executive Board Chair, welcomed everyone to the meeting. John is changing positions at ITD and is resigning his post as Chair. John turned the remainder of the meeting over to Larry Ilg, ODOT, Executive Board Vice Chair.</p>	
CHAIR AND VICE CHAIR	<p>According to WAQTC Bylaws, the Vice Chair automatically assumes the duties of the Chair in the event of the existing Chair's departure. Larry will serve the remainder of John's term, which was to end July 1, 2022. Larry will then serve another two years.</p> <p>The Vice Chair position rotates among member states in alphabetical order. The Treasurer is not eligible to become Vice Chair. The next eligible to be Vice Chair is Garrett Webster, WSDOT. Garrett declined the position. The next eligible is Mike San Angelo, AKDOT. Mike accepted the position of Vice Chair.</p> <p><i>Larry Ilg is the new WAQTC Executive Vice Chair, Mike San Angelo is the new Vice Chair. Both are scheduled to serve until July 1, 2024.</i></p>	LARRY ILG MIKE SAN ANGELO
2021 PROPOSED AASHTO REVISIONS TO R 47	<p><i>AASHTO R 47, Reducing Samples of Asphalt Mixtures to Testing Size (TS 2c) – Champion Larry Ilg – TS 2c</i></p> <p>This proposed revision was sent to Allen Myers, AASHTO Technical Subcommittee (TS) 2c Chair Larry on November 5, 2021. This proposal should be on the Midyear Webinar's agenda.</p> <p><i>Larry Ilg will Champion the proposed revision during the Midyear Webinar.</i></p>	LARRY ILG
FUNDING AND BUDGET	<p>Scott Nussbaum, UDOT, WAQTC Treasurer, presented a chart (attached) depicting WAQTC's funding since the third quarter of 2018. It shows the amount of Federal funds and other funds, primarily State funds.</p> <p>He pointed out that due to the lack of travel since early 2020, there is more money than in previous years.</p> <p>He also pointed out that there are funds left in the old, pooled fund, TPF-5(349). Scott made a motion that when the Federal funds, which cannot be transferred, are expended in TPF-5(349), the remaining funds be moved into the new pooled fund, TPF-5(476).</p> <p>Mike San Angelo seconded. There were no negatives, the motion passed.</p>	

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	<i>After the Federal funds are expended TPF-5(349), the remaining money will be transferred to TPF-5(476).</i>	SCOTT NUSSBAUM
WRITTEN EXAM DELIVERY	<p>WAQTC is exploring independent delivery of the certification written exams and has been in discussions with Prometric. Prometric’s representative recently informed Randy Mawdsley, WSDOT, that each time WAQTC needs to revise an exam there would be a \$2800 fee per exam. WAQTC has 30 exams with an additional 30 state specific exams. Randy determined that the Qualification Advisory Committee (QAC) revises 30 percent, on average, of the exams annually. This would become a significant expenditure.</p> <p>The Task Force met November 1st and 4th to discuss how to move forward.</p> <p>Randy contacted Kryterion, an alternate testing company, and received a preliminary quote. Kryterion charges \$20,000 for implementation and setup with an annual maintenance fee of \$10,000. The annual fee does not limit the amount of revisions. He indicated that Kryterion has testing facilities in most Universities in most of the member states. Many of their locations have been closed due to Covid-19 but are getting reopened. Kryterion also offers online testing similar to Prometric’s.</p> <p>Randy pointed out the per test fees are \$85 at the testing facility and \$50 for online. Retest fees are the same as the original fee.</p> <p>Randy has arranged a presentation for the Task Force on November 15th. He invited anyone who would like to attend to contact Desna Bergold, D B Consulting and WAQTC Coordinator, who will forward the appointment.</p> <p><i>Randy Mawdsley and the Written Exam Task Force will meet with Kryterion on Monday, November 15th.</i></p>	WRITTEN EXAM TASK FORCE.

STRATEGIC PLAN – 2021 PLANNED WORK

ON-GOING ACTIVITIES / EXISTING TRAINING MATERIALS IMPROVEMENTS	<p>*Continue work on ‘on-going’ activities.</p> <p>*Evaluate existing training materials for needed improvements / updates.</p> <p>The QAC revised the training materials during their 2021 Summer Meeting and the revised training materials have been distributed to member agencies and uploaded to the WAQTC website.</p>	
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	<p>The QAC Winter Meeting is scheduled for January 31st through February 4th, 2022, in Reno, Nevada.</p> <p><i>Discussion item, no further action required.</i></p>	
TELE- CONFERENCES	<p>* Member Agency teleconferences to share developments in training and certification platforms</p> <p>Desna asked the Board and Sean Parker, ODOT and QAC Chair, if there is a need for the QAC to have a teleconference between now and the Winter Meeting. As the QAC has been attending the Board meetings and the Task Force is covering the ongoing written exam delivery item, an additional teleconference is not necessary.</p> <p><i>Discussion item, no further action required.</i></p>	
VIRTUAL WRITTEN EXAMS	<p>*Investigate virtual written examinations. – Form a subcommittee to explore written exam delivery remotely or through testing centers.</p> <p><i>Discussed above.</i></p>	
TESTING METHODOLOGY	<p>*Thorough review of written examination methodology - Review current written exam scoring and reexaminations.</p> <p>This was discussed during 2021 Executive Board Fall Meeting and revisions were made to the <i>Administration Manual</i>. This item is complete.</p> <p><i>'Thorough review of written examination methodology' will be listed as a Completed Item on the 2022 Strategic Plan.</i></p>	DESNA BERGOLD
ASTM D3740 COMPLIANCE	<p>* Develop written exam questions for applicable test methods to meet the requirements of <i>ASTM D3740, Minimum Requirements for Agencies Engaged in Testing and/or Inspection of Soil and Rock as Used in Engineering Design and Construction</i>.</p> <p>Desna developed exam questions and met with Sonya Puterbaugh, AASHTO re:source, to review the exam for compliance to the requirements of ASTM D3740</p> <p><i>'Develop written examination to comply with ASTM D3740,' will be listed as a Completed Item on the 2022 Strategic Plan.</i></p>	DESNA BERGOLD
OTHER ITEMS		
WASHTO MEETING AND	Board Spring meeting will be held in conjunction with the WASHTO Construction and Materials Meeting.	

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EXECUTIVE BOARD SPRING MEETING	<p>Sean asked where the WASHTO Construction and Materials Meeting will be held. John said that he believes it will be held in Long Beach, CA. The dates have not been decided. The Executive Board Spring Meeting will be held in conjunction with the WASHTO meeting.</p> <p><i>Desna will inform the Executive Board when the date is determined.</i></p>	
REGION IV POSITION	<p>Larry asked if anyone on the Board has considered replacing John as the Region IV Representative on the AASHTO Committee on Materials and Pavement (COP) Steering Committee. WAQTC has had a representative on the Steering Committee for the last 16 years. John would like Chad Clawson, ITD, to replace him.</p> <p><i>AASHTO COMP Steering Committee will determine who will be the Region IV Representative.</i></p>	

*Excerpt from Strategic Plan

WAQTC Pooled Fund

