

2024 WAQTC QAC WINTER MEETING MINUTES

CHAIR: MISTY MINER., MDT
COORDINATOR: DESNA BERGOLD, D B CONSULTING

DATE: JAN 29TH THROUGH THE FEB 2ND, 2024
TIME: 1:00 TO 5:00 PM MON, 8:00 AM TO 5:00 PM
TUES. THRU THUR., 8:00 AM TO 12:00 NOON
FRI
LOCATION: EUGENE, OR

ATTENDEES:

MISTY MINER, MDT, CHAIR
GILBERT ARREDONDO, UDOT, VICE CHAIR
BRENT CONNER, ADOT
DAN GETTMAN, AKDOT & PF
MADELINE ENRIGHT, CDOT
LORI COPELAND, ITD

SHARON TAYLOR, NDDOT
SEAN PARKER, ODOT
MARK WILLOUGHBY, WSDOT
NASSIM SABAHFAR, FHWA
MIKE WAGNER, RE:SOURCE

MEETING ITEMS:

1. Welcome
Proposed revisions to AASHTO Standards
2. Revisions to Embankment/Base and In-Place Density Test Methods
 - a. T 265, Moisture Content of Soil
 - b. T 99, Moisture/Density Relations
 - c. T 180, Moisture/Density Relations
 - d. R 75, Developing a Family of Curves
 - i. 80 percent line needs to be dashed – Summer Meeting
 - e. T 272, One-Point Method
 - f. T 85, G_{sb}
 - g. T 310, In-place Density and Moisture Content of Soil-Aggregate
 - h. T 355 In-place Density of Asphalt
3. Revisions to Concrete AASHTO Test Methods
 - a. R 60, Sampling Concrete
 - b. T 309, Temperature
 - c. T 119, Slump
 - d. T 121, Density
 - i. Report on 2023 Revisions
 - e. T 152, Air Content
 - f. R 100, Test Specimens
 - g. R 39, Making and Curing Concrete Test Specimens in the Lab
4. Revisions to Aggregate AASHTO Test Methods
 - a. R 90, Sampling Aggregate Products
 - b. R 76, Reduction
 - c. T 255, Moisture Content of Aggregate
 - i. ventilated oven drying cannot be higher than 110 °C
 - d. T 11, Washing
 - i. Report on 2023 Revisions
 - e. T 27, Sieve Analysis
 - i. Report on 2023 Revisions
 - f. T 335, Fractured Particles
 - g. T 176, Sand Equivalent
5. Revisions to Asphalt AASHTO Test Methods

- a. R 97, Sampling Asphalt Mixtures
 - b. R 47, Reducing Asphalt Mixtures
 - c. T 329, Moisture Content
 - i. Report on 2023 Revisions
 - d. T 308, Asphalt Content
 - i. Internal balance accuracy 0.1 g – Mark
 - e. T 209, G_{mm}
 - f. T 166, G_{mb}
 - i. Report on 2023 Revisions
 - g. R 66, Sampling Asphalt Material
 - h. T 30, Sieve Analysis
 - i. Report on 2023 Revisions
 - i. T 312, Gyratory
 - j. R 35, Superpave Volumetric Design
6. Other AASHTO:
- a. R 39, Making and Curing Concrete Test Specimens in the Laboratory – Misty Miner
 - b. T 112, AASHTO T 112, Clay Lumps and Friable Particles
 - i. 2023 revisions
 - c. T 315, Determining the Rheological Properties of Asphalt Binder Using a Dynamic Shear Rheometer (DSR) – Nassim
7. WAQTC FOPs
- a. FOP Library Performance Exam Checklists
 - b. R 60, Sampling Freshly Mixed Concrete, Champion Misty
 - i. Performance exam drafted
 - ii. 2023 AASHTO Revisions
 - 1. New date
 - 2. Revised to harmonize with ASTM
 - 3. Added continuous mixer
 - iii. FOP drafted
 - c. R 79, Vacuum Drying Compacted Asphalt Specimens, Champion Misty
 - i. Performance exam drafted
 - ii. No 2023 AASHTO revisions
 - d. T 84, Specific Gravity and Absorption of Fine Aggregate, Champion Lori
 - i. Performance exam drafted
 - ii. No 2023 AASHTO revisions incorporated during Summer Meeting
 - e. T 89 Liquid Limit, Champion Dan
 - i. Performance exam drafted
 - ii. No 2023 AASHTO revisions
 - f. T 90, Plastic Limit and Plasticity Index, Champion Dan
 - i. Performance exam drafted
 - ii. No 2023 AASHTO revisions
 - g. T 217, Speedy Moisture in Soils, Champion Sean
 - i. Performance exam drafted
 - ii. No 2023 AASHTO revisions
 - iii. New Champion
 - h. T 304, Uncompacted Void Content of Fine Aggregate, Champion Mark
 - i. Performance exam drafted
 - ii. No 2023 AASHTO revisions
 - i. T 331, G_{mb} Using Automatic Vacuum Sealing Method, Champion Mark
 - i. Performance exam drafted
 - ii. FOP drafted
 - iii. 2023 AASHTO revisions
 - 1. New AASHTO date

2. Revisions to plastic bag dimensions (Section 5.4)

- j. TM 14, Asphalt Mixture Laboratory Prepared Test Specimen, Champion Sean
 - i. New Champion
 - k. TM 15, Dry Density of Granular Soil and Soil/Aggregate, Champion Mark
 - i. Heat changes – Mark
 - ii. Revise Mold description in Apparatus – Kevin
 - l. TM 16, Flat and Elongated Particles in Coarse Aggregate, Champion Sean
 - i. Performance exam drafted
 - ii. New Champion
 - m. TM 17, Determination of Theoretical Maximum Dry Density, Champion Mark
8. Training Materials
- a. Asphalt II written exam question assignment – 2023 Summer Meeting
9. Third Party Exam Delivery
- a. Yearly revisions
 - b. Eligibility does not re-start, need a new exam or set up existing exams to allow more testing after a specific period
 - c. Working on catalog descriptions
 - d. No separate email
 - e. Pass fail messages in app
 - f. Can add middle initial
 - g. Cannot add WAQTC #
 - h. Working on additional location in Portland/Vancouver area, online testing is an option
10. Administration Manual /RPIH Revisions
11. New Mexico training materials claim WAQTC membership
12. Video assignment
- a. FOP for AASHTO T 30 – Misty
 - b. FOP for AASHTO T 166 – Lori
 - c. FOP for AASHTO T 209 – Gilbert
 - d. FOP for AASHTO T 329 – Mark
 - e. FOP for AASHTO T 308 – Dan
 - f. FOP for AASHTO T 312 – Sean
 - g. FOP for AASHTO T 255 – Sharon
 - h. [North Dakota test videos.](#)
 - i. [Asphalt Videos](#)
13. YouTube channel
- a. [Aggregate](#) Videos playlist
 - b. [Asphalt](#) Videos playlist
 - c. [Concrete](#) Videos playlist
 - d. [Embankment & Base and In-Place Density](#) Videos playlist
14. Strategic Plan Action Items
15. Website brainstorming
16. Other

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Topic	Discussion / <i>Decision</i>	Action Required By:
WELCOME	<p>Misty Miner, MDT, and Qualification Advisory Committee (QAC) Chair welcomed the committee members to Eugene. Misty said that there are a few new members in attendance and asked everyone to introduce themselves.</p> <p>Dan Gettman is AKDOT’s WAQTC Coordinator, AKDOT also has an agency Coordinator in each Region. Dan started with WAQTC in 2016.</p> <p>Misty said that she joined the QAC in 2009 and leads the MDT Quality Assurance Unit and the technician training.</p> <p>Sean Parker, ODOT, oversees ODOT’s materials testing program, and works with the Asphalt Paving Association (APA). He has been on the QAC since 1999. Sean has seen the full evolution of WAQTC. When WAQTC began, they developed 13 regional test methods. Of those 13, AASHTO has adopted 11 as materials standards.</p> <p>Sean indicated that he expects that the 2024 QAC Summer Meeting will be his last meeting.</p> <p>Mark Willoughby, WSDOT, has been with WSDOT for 30 years and the QAC for 2 years. He ran the Regional Independent Assurance program for 20 years.</p> <p>Nassim Sabahfar joined WFL in 2020 and has been a committee member for two years.</p> <p>Lori Copeland, ITD, performs all technical training, not just ITD personnel. She has been with ITD for 29 years and the QAC since 2020. Lori helps manage the statewide WAQTC program as one of six statewide trainers.</p> <p>Madeline Enright, CDOT, replaces Christopher Russell as CDOT’s representative to the QAC. She has been in materials testing for 3 to 4 years and is a geologist by trade.</p> <p>Desna Bergold, D B Consulting and WAQTC Coordinator, said she was formerly UDOT’s representative to the QAC but began as the consultant/coordinator in 2010.</p> <p>Mike Wagner has been with AASHTO re:source for 14 years, currently working in the lab assessment program. He began with re:source as an assessor.</p> <p>Gilbert Arredondo, UDOT, joined the QAC in 2015. He has worked for UDOT for 22 years but has been a ‘lab rat’ for much longer.</p>	

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	<p>Sharon Taylor, NDDOT, has been with NDDOT for 32 years. She has performed a lot of training, and she also partners with the Asphalt Pavement Alliance (APA). NDDOT joined WAQTC in 2020 and Sharon joined the QAC at the same time.</p> <p>Arizona DOT joined the WAQTC in late 2023. Brent Conner has been assigned as ADOT's representative to the QAC. He will be joining remotely when his schedule permits.</p>	
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PROPOSED REVISION TO AASHTO STANDARDS

AASHTO EMBANKMENT/BASE AND IN-PLACE DENSITY METHODS

T 265	<p><i>T 265, Laboratory Determination of Moisture Content of Soils</i></p> <p>No revisions were proposed before the meeting.</p> <p><i>No new proposed revisions to the AASHTO methods.</i></p>	
T 99/ T 180	<p><i>T 99, Moisture-Density Relations of Soils Using a 2.5-kg (5.5-lb) Rammer and a 305-mm (12-in.) Drop and</i> <i>T 180, Moisture-Density Relations of Soils Using a 4.54-kg (10-lb) Rammer and a 457-mm (18-in.) Drop</i></p> <p>No revisions were proposed before the meeting.</p> <p><u>Revision discussion</u></p> <p>Mark brought up some discrepancies between the oven requirements in 'Apparatus' and the 'Sample and Procedure' sections in both T 99 and T 180.</p> <p>Section 3.5 requires the drying oven to be, 'A thermostatically controlled drying oven capable of maintaining a temperature of 110 ±5°C (230 ±9°F),' and requires that oven(s) for heating and drying be, 'capable of operation at the temperatures required, between 25 to 120°C (77 to 248°F), within ±5°C (±9°F).' This apparatus section also allows for more than one oven, but it has been interpreted that oven(s) must be operated in the 110 ±5°C (230 ±9°F) range for drying.</p> <p>Section 4.2 requires the sample to be air dried, 'or by use of a drying apparatus that is maintained at a temperature not exceeding 60°C (140°F).' This precludes the use of an oven in the 110 ±5°C (230 ±9°F) range.</p> <p>In the procedure, the moisture sample is dried according to T 265, which has its own oven requirements.</p>	

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	<p>The committee decided that the first sentence of Section 3.5 should be removed because it is unnecessary and causes a conflict. It was also decided that ‘More than one oven may be used. . .’ should be removed because it doesn’t assist interpretation of the requirements.</p> <p>The committee determined that it was odd to include the thermometer requirements under the ‘Drying Oven’ section. The thermometer description begins, ‘The thermometer for measuring the temperature of materials,’ the procedure does not include determining the temperature of the materials. A thermometer could only be used to determine the oven temperature, although this is also not required in the test method. The committee agreed that the thermometer section could be removed but will instead propose that the thermometer have its own section and be revised to read, ‘The thermometer for measuring the oven temperature. . .’ and ask the Board and the Technical Subcommittee (TS) if the thermometer is required at all.</p> <p><u>Revision proposal</u></p> <ul style="list-style-type: none"> • Section 3.5 remove first and third sentences. • Create a new Section 3.6 for the thermometer, remove ‘of materials’ after temperature and add ‘oven’ after ‘for measuring the.’ <p><i>Revisions to T 99 and T 180 will be presented to the Executive Board for approval and submittal to AASHTO.</i></p>	MISTY MINER
R 75	<p><i>R 75, Developing a Family of Curves</i></p> <p>No revisions were proposed before the meeting.</p> <p><u>Discussion item</u></p> <p>During the 2023 Summer Meeting, the committee noted that in Figure 1 of the AASHTO practice the intermediate curves should be a dashed line as indicated in Note 1. This was discussed during the Committee on Materials and Pavement (COMP) Mid-year meeting and will be revised by AASHTO publications.</p> <p><i>No new proposed revisions to the AASHTO method.</i></p>	
T 272	<p><i>T 272, One-Point Method for Determining Maximum Dry Density and Optimum Moisture</i></p> <p>No revisions were proposed before the meeting.</p>	

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	<p><u>FOP and training materials revisions discussion</u></p> <p>Lori suggested that the Field Operating Procedure (FOP) for AASHTO T 272 include a table for method selection much like the tables in the FOP for AASHTO T 99/T 180. The committee reviewed AASHTO T 272 and agreed that the FOP could more explicitly state the method selection as in the AASHTO Section 4.3.</p> <p>Lori said that she will draft these revisions and send them to the committee before the 2024 Summer Meeting.</p> <p><i>Lori Copeland will draft revisions to the FOP for AASHTO T 272 and Desna will include revisions to the training materials on the 2024 Summer Meeting Agenda.</i></p> <p><i>No new proposed revisions to the AASHTO method.</i></p>	LORI COPELAND DESNA BERGOLD
T 85	<p><i>T 85, Specific Gravity of Coarse Aggregate</i></p> <p>No revisions were proposed before the meeting.</p> <p><i>No new proposed revisions to the AASHTO method.</i></p>	
T 310	<p><i>T 310, In-Place Density and Moisture Content of Soil and Soil-Aggregate by Nuclear Methods (Shallow Depth)</i></p> <p>No revisions were proposed before the meeting.</p> <p><u>Discussion item</u></p> <p>Sean told the committee that the Task Force on calibration of the blocks is currently being held. Craig Wieden, CDOT and Executive Board Member, oversees the Task Force and is meeting with Instrotek.</p> <p><i>No new proposed revisions to the AASHTO method.</i></p>	
T 355	<p><i>T 355, In-place Density of Asphalt Mixtures by Nuclear Methods</i></p> <p>No revisions were proposed before the meeting.</p> <p><i>No new proposed revisions to the AASHTO method.</i></p>	

AASHTO CONCRETE TEST METHODS

R 60	<p><i>R 60, Sampling Freshly Mixed Concrete</i></p> <p>No revisions were proposed before the meeting.</p>	
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Topic	Discussion / <i>Decision</i>	Action Required By:
	<p><u>Revision discussion</u></p> <p>Misty said that MDT is seeing more use of mobile concrete mixers. As AASHTO R 60 does not address obtaining samples from these mixers, MDT has been sampling concrete from mobile mixers the same way AASHTO R 60 requires samples to be obtained from Revolving Drum Truck Mixers. She said that mobile mixers would be easy to include in AASHTO R 60.</p> <p>The committee agreed and proposed including ‘mobile mixers’ in the list of equipment in Section 1.1 and the heading of Section 5.2.3. Misty also said that some mobile mixers have conveyor belts, and this should be added in the final sentence of this section, ‘Regulate the rate of discharge of the batch by the rate of conveyor or revolution of the drum and not by the size of the gate opening.’</p> <p>The committee also said that they would like to include mobile mixers in WAQTC TM 2. Desna will draft these revisions for approval during the 2024 Summer meeting.</p> <p><u>Proposed revisions</u></p> <ul style="list-style-type: none"> • Add ‘mobile’ in Section 1.1 • Add ‘Mobile Mixers’ to the title of Section 5.2.3 and ‘conveyor or’ to the final sentence <p><i>Desna will include revisions to the training materials on the 2023 Summer Meeting Agenda.</i></p> <p><i>Revisions to R 60 will be presented to the Executive Board for approval and submittal to AASHTO.</i></p>	<p>DESNA BERGOLD MISTY MINER</p>
T 309	<p><i>T 309, Temperature of Freshly Mixed Hydraulic Cement Concrete</i></p> <p>No revisions were proposed before the meeting.</p> <p><i>No new proposed revisions to the AASHTO method.</i></p>	
T 119	<p><i>T 119, Slump of Hydraulic Cement Concrete</i></p> <p>No revisions were proposed before the meeting.</p> <p><u>Discussion item</u></p> <p>Misty said that MDT are seeing more use of the plastic slump cones. AASHTO allows the use but requires a comparison be made using metal slump cones. Misty asked what documentation should be required, where it should be kept, and who verifies the</p>	

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	<p>comparison. No one else on the committee has seen the use of alternate slump cones enough to provide answers. Perhaps this should be addressed in AASHTO.</p> <p>The committee decided not propose revisions to the AASHTO method at this time but asked the members to discuss alternate molds and potential issues in their agency.</p> <p><i>The QAC Members will discuss alternate slump molds and comparison documentation with their agency.</i></p> <p><i>No new proposed revisions to the AASHTO method.</i></p>	QAC MEMBERS
T 121	<p><i>T 121, Density (Unit Weight), Yield, and Air Content (Gravimetric) of Concrete</i></p> <p>No revisions were proposed before the meeting.</p> <p><u>Status of previous proposal</u></p> <p>WAQTC proposed revisions to AASHTO T 121 in 2023. These revisions were approved on COMP Rolling Ballot Group 1 as a concurrent ballot item and should be published in 2024.</p> <p><u>Discussion item</u></p> <p>During the 2022 Summer Meeting, Misty said she would like to work with Sean to include cementitious material in the density calculations.</p> <p>Sean said that he would like to table this topic for now. He said that he will draft revisions to include cementitious materials for Misty to review in the coming year.</p> <p>Dan had previously asked about adding the gravimetric air content calculation to the FOP for AASHTO T 121. He would like to revisit this for the 2024 Summer Meeting. Dan was asked to draft the revisions he would like to propose and distribute before the meeting.</p> <p>Sean told Dan that ODOT has a spreadsheet that will perform this calculation that he will share with everyone. The committee said they would like to see it and possibly develop it for the FOP Library.</p> <p><i>Sean Parker will distribute the air content spreadsheet.</i></p> <p><i>No new proposed revisions to the AASHTO method.</i></p>	SEAN PARKER

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T 152	<p><i>T 152, Air Content of Freshly Mixed Concrete by the Pressure Method</i></p> <p>No revisions were proposed before the meeting.</p> <p><i>No new proposed revisions to the AASHTO method.</i></p>	
R 100	<p><i>R 100, Making and Curing Concrete Test Specimens in the Field</i></p> <p>No revisions were proposed before the meeting.</p> <p><i>No new proposed revisions to the AASHTO method.</i></p>	

AASHTO AGGREGATE TEST METHODS

R 90	<p><i>R 90, Sampling Aggregate Products</i></p> <p>No revisions were proposed before the meeting.</p> <p><i>No new proposed revisions to the AASHTO method.</i></p>	
R 76	<p><i>R 76, Reducing Samples of Aggregate to Testing Size</i></p> <p>No revisions were proposed before the meeting.</p> <p><i>No new proposed revisions to the AASHTO method.</i></p>	
T 255	<p><i>T 255, Total Evaporable Moisture Content for Aggregates</i></p> <p><u>Revision proposal</u></p> <ul style="list-style-type: none"> Remove first sentence in ‘Apparatus - Source of Heat,’ ‘A ventilated oven capable of maintaining a temperature of 110 ±5°C (230 ±9°F),’ the second sentence should suffice. Add (in red), ‘Where close control of the temperature is not required (see Section 4.1), the ventilated oven may be set outside of the 110 ± 5°C (230 ± 9°F) range or other suitable sources of heat may be used. . .’ Include the temperature range in Section 7.1 <p><u>Revision discussion</u></p> <p>WAQTC has been informed that re:source applies the oven requirements to mean that when a ventilated oven is used it must be maintained at 110 ±5°C (230 ±9°F). This temperature range can only be exceeded when ‘other suitable sources of heat’ are used. Mike clarified that this isn’t just re:source’s interpretation, they consulted COMP TS.</p>	

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	<p>The committee would like to propose revisions that open this temperature range when using a ventilated oven as well as the ‘other sources of heat’ when otherwise acceptable in the method. It appears that Significance and Use indicates that uncontrolled temperature is the default and controlled temperature is only used in ‘rare cases.’</p> <p>The committee reviewed the proposed revisions and suggested removing the ‘More than one oven. . .’ sentence. They also concluded that the procedure should drive the temperature range not the apparatus and agreed with removing the first sentence in the section.</p> <p>Upon further discussion, the committee determined that the various apparatus should be listed separately.</p> <p>The committee agreed with adding the temperature range in Section 7.1 but determined that Section 7.1 could better address the steps and options with subsections.</p> <p>They also decided to include the constant mass formula.</p> <p><u>Proposed revisions:</u></p> <ul style="list-style-type: none"> • Section 5.2 remove first and third sentences. • Create a new Section 5.2.1 for ‘Other suitable sources of heat.’ • Create a new Section 5.3 for the thermometer add ‘oven’ after ‘for measuring the.’ • Create Section 7.2.1 starting with ‘Rapid heating may cause some particles to explode. . . ‘ • Add the temperature range in 7.2.1 • Create Section 7.2.2 starting with ‘If a source of heat other than controlled temperature oven. . .’ • Move the ‘Caution’ statement between Section 7.2.1 and 7.2.2 as 7.2.1.1 • Add constant mass formula to Section 8 Calculation <p><i>Revisions to T 255 will be presented to the Executive Board for approval and submittal to AASHTO.</i></p>	MISTY MINER

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Topic	Discussion / <i>Decision</i>	Action Required By:
T 11	<p><i>T 11, Materials Finer Than 75-μm (No. 200) Sieve in Mineral Aggregates by Washing</i></p> <p>No revisions were proposed before the meeting.</p> <p><u>Status of previous proposal</u></p> <p>WAQTC proposed revisions to AASHTO T 11 in 2023 to include a reference to drying according to T 255.</p> <p>These revisions were approved on COMP Rolling Ballot Group 3 as a concurrent ballot item and should be published in 2024.</p> <p><u>Discussion item</u></p> <p>The revisions that the committee intend to propose to T 255 will further address the intent of the 2023 proposed revisions. T 11 will be an agenda item for the 2025 QAC Winter Meeting to review.</p> <p><i>No new proposed revisions to the AASHTO method.</i></p>	
T 27	<p><i>T 27, Sieve Analysis of Fine and Coarse Aggregates</i></p> <p>No revisions were proposed before the meeting.</p> <p><u>Status of previous proposal</u></p> <p>WAQTC proposed revisions to AASHTO T 27 in 2023 to include a reference to drying according to T 255.</p> <p>These revisions were approved on COMP Rolling Ballot Group 3 as a concurrent ballot item and should be published in 2024.</p> <p><u>Discussion item</u></p> <p>The revisions that the committee intend to propose to T 255 will further address the intent of the 2023 proposed revisions. T 27 will be an agenda item for the 2025 QAC Winter Meeting to review.</p> <p><i>No new proposed revisions to the AASHTO method.</i></p>	
T 335	<p><i>T 335, Determining the Percentage of Fracture in Coarse Aggregate</i></p> <p>No revisions were proposed before the meeting.</p> <p><i>No new proposed revisions to the AASHTO method.</i></p>	

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Topic	Discussion / <i>Decision</i>	Action Required By:
T 176	<p><i>T 176, Plastic Fines in Graded Aggregates and Soils by Use of the Sand Equivalent Test</i></p> <p>No revisions were proposed before the meeting.</p> <p><i>No new proposed revisions to the AASHTO method.</i></p>	

AASHTO ASPHALT TEST METHODS

R 97	<p><i>R 97, Sampling Asphalt Mixtures</i></p> <p>No revisions were proposed before the meeting.</p> <p><i>No new proposed revisions to the AASHTO method.</i></p>	
R 47	<p><i>R 47, Reducing Samples of Asphalt Mixtures to Testing Size</i></p> <p>No revisions were proposed before the meeting.</p> <p><u>FOP and training materials revisions discussion</u></p> <p>Sean said that ODOT has been using the ‘quartermaster’ splitter and he would like to reintroduce it in the FOP. Mark said he would like to see it back in the FOP. Sean said he would draft the revision. Mark said he will present it during the 2024 Summer meeting. If Sean is no longer with ODOT, Mark will present the revisions to the committee.</p> <p><i>Sean Parker will draft revisions to the FOP for review before the 2024 Summer Meeting. Sean or Mark will champion the revisions.</i></p> <p><i>No new proposed revisions to the AASHTO method.</i></p>	<p>SEAN PARKER MARK WILLOUGHBY</p>
T 329	<p><i>T 329, Moisture Content of Asphalt Mixtures by Oven Method</i></p> <p>No revisions were proposed before the meeting.</p> <p><u>Status of previous proposal</u></p> <p>WAQTC proposed revisions to AASHTO T 329 in 2023. These revisions were approved on COMP Rolling Ballot Group 3 as a concurrent ballot item and should be published in 2024.</p> <p><u>Discussion item</u></p> <p>During the 2023 Winter Meeting, Nassim asked about the default drying temperature range when a mixing temperature range is not supplied. She said that 163 ± 14°C (325 ± 25°F) seems high. She is concerned that a minimum sample of 1000 g. dried for a minimum of 120 min. (90 min. initially and 30 min. intervals)</p>	

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	<p>could burn off more than just moisture. Nassim said she would investigate this further.</p> <p><i>Nassim will research the temperature range for drying asphalt mixtures.</i></p> <p><i>No new proposed revisions to the AASHTO method.</i></p>	NASSIM SABAHFAR
T 308	<p><i>T 308, Determining the Asphalt Binder Content of Asphalt Mixtures by the Ignition Method</i></p> <p>No revisions were proposed before the meeting.</p> <p><u>Discussion item</u></p> <p>Before the meeting, WSDOT pointed out that Section 5.1.1 and Section 5.4 disagreed on the requirements of the balance.</p> <p>Section 5.1.1 lists requirements for the ‘Method A’ furnace that has an internal balance. This balance is required to be accurate to 0.1 g.</p> <p>Section 5.4 lists requirements for the balance which must meet M 231, Class G 2. A Class G 2 balance needs to be accurate to 0.2 g.</p> <p>The committee reviewed the method and determined that the balance listed in 5.4 is for determining mass outside of the furnace. The NCAT Asphalt Content Furnace equipment specifications were referenced which states that the internal balance is accurate to 0.1 g.</p> <p><i>Discussion item, no further action necessary.</i></p> <p><u>FOP and training materials revisions discussion</u></p> <p>Lori said that the FOP Note 1 states, ‘The apparatus must be calibrated for the specific mix design. See “Correction Factors” at the end of this FOP.’ This is a mandatory statement; notes are not considered mandatory. The committee agreed as it references an Annex which is mandatory.</p> <p>A revision to the FOP will be drafted for the 2024 Summer meeting.</p> <p><i>Revisions to the FOP will be included on the 2024 Summer Meeting Agenda.</i></p> <p><i>No new proposed revisions to the AASHTO method.</i></p>	DESNA BERGOLD

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Topic	Discussion / <i>Decision</i>	Action Required By:
T 209	<p><i>T 209, Theoretical Maximum Specific Gravity (G_{mm}) and Density of Asphalt Mixtures</i></p> <p>No revisions were proposed before the meeting.</p> <p><i>No new proposed revisions to the AASHTO method.</i></p>	
T 166	<p><i>T 166, Bulk Specific Gravity (G_{mb}) of Compacted Asphalt Mixtures Using Saturated Surface-Dry Specimens</i></p> <p>No revisions were proposed before the meeting.</p> <p><u>Status of previous proposal</u></p> <p>WAQTC proposed revisions to AASHTO T 166 in 2023. These revisions were approved on COMP Rolling Ballot Group 3 as a concurrent ballot item and should be published in 2024.</p> <p>Although the ballot passed, Allen Myers, 2C TS Chair, asked for help addressing comments.</p> <p>Comments:</p> <ul style="list-style-type: none"> In Section 5.1, 2nd line, it is strongly recommended to keep the comma after the word "better" since the second item of a total of three items in this list of requirements is a long phrase "be readable to 0.1 percent of the specimen mass or better". <p>Response: The committee agreed to leave the comma in.</p> <ul style="list-style-type: none"> In Section 5.5, 1st line, it is strongly recommended to keep "(126 ± 5°F)" since Section 1.4 indicates the values in SI units are to be regarded as the standard and the conversion of 52°C to Fahrenheit results in 125.6°F which rounds to 126°F. In Section 6.1, revise from "(125 ± 5°F)" to "(126 ± 5°F)". In Section 9.1, revise from "(125 ± 5°F)" to "(126 ± 5°F)". <p>Response: The intention was for the temperature to be consistent throughout. The committee agreed to make all references 126 ± 5°F.</p> <ul style="list-style-type: none"> In Section 11, recommend keeping the title of this section as "APPARATUS", and revising the existing text immediately above Section 11 from "METHOD C (RAPID TEST)" to "METHOD C (RAPID TEST FOR METHOD A OR METHOD B)". <p>Response: Agree and drafted the revision.</p>	

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Topic	Discussion / <i>Decision</i>	Action Required By:
	<ul style="list-style-type: none"> In Section 11.1, with the oven temperature at $163 \pm 14^{\circ}\text{C}$ ($325 \pm 25^{\circ}\text{F}$), will this allow the safe performance of Section 12.2.3 [separating into particles not larger than 6.3 mm (1/4 in.)]? <p>Response: The committee was uncertain what this meant and asked for clarification. Allen decided to let it go.</p> <p>The committee drafted the revisions and returned them to Allen.</p> <p><u>FOP and training materials revisions discussion</u></p> <p>Lori pointed out that in the FOP there are instances of using the terms ‘sample’ and ‘specimen’ interchangeably. Revisions will be drafted for the 2024 Summer meeting.</p> <p><i>Revisions to the FOP will be included on the 2024 Summer Meeting Agenda.</i></p> <p><i>No new proposed revisions to the AASHTO method.</i></p>	DESNA BERGOLD
R 66	<p><i>R 66, Sampling Asphalt Materials</i></p> <p>No revisions were proposed before the meeting.</p> <p><u>FOP and training materials revisions discussion</u></p> <p>Mark said that WSDOT may reintroduce the Oral Performance Exam into the training materials. They are going to use it this coming construction season to see how it goes.</p> <p>Misty suggested that Mark submit the Oral Performance Exam to Desna for distribution before the 2024 Summer Meeting. If the committee decides not to include it in the formal training materials, it could possibly be included in the FOP Library in case any other member agency chooses to use it.</p> <p><i>Mark will report on the Oral Performance Exam use and provide a copy for review.</i></p> <p><i>No new proposed revisions to the AASHTO method.</i></p>	MARK WILLOUGHBY
T 30	<p><i>T 30, Mechanical Analysis of Extracted Aggregate</i></p> <p>No revisions were proposed before the meeting.</p> <p><u>Status of previous proposal</u></p> <p>WAQTC proposed revisions to AASHTO T 30 in 2023 to include a reference to drying according to T 255.</p> <p>These revisions were approved on COMP Rolling Ballot Group 3 as a concurrent ballot item and should be published in 2024.</p>	

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

	<p><u>Discussion item</u></p> <p>The revisions that the committee intend to propose to T 255 will further address the intent of the 2023 proposed revisions. T 30 will be an agenda item for the 2025 QAC Winter Meeting to review.</p> <p><i>No new proposed revisions to the AASHTO method.</i></p>	
T 312	<p><i>T 312, Asphalt Mixture Specimens by Means of the Superpave Gyratory Compactor</i></p> <p>No revisions were proposed before the meeting.</p> <p><i>No new proposed revisions to the AASHTO method.</i></p>	
R 35	<p><i>R 35, Superpave Volumetric Design for Asphalt Mixtures</i></p> <p>No revisions were proposed before the meeting.</p> <p><i>No new proposed revisions to the AASHTO method.</i></p>	

OTHER AASHTO

R 39	<p><i>R 39, Making and Curing Concrete Test Specimens in the Laboratory</i></p> <p><u>Revision proposal</u></p> <p>There is still one reference to cardboard molds in 7.5.3.1.1, M 205 does not allow cardboard molds.</p> <p><u>Proposed revisions:</u></p> <ul style="list-style-type: none"> • Remove ‘cardboard molds’ from Section 7.5.3.1.1 <p><i>Revisions to R 39 will be presented to the Executive Board for approval and submittal to AASHTO.</i></p>	MISTY MINER
T 112	<p><i>T 112, Clay Lumps and Friable Particles</i></p> <p><u>Status of previous proposals</u></p> <p>In 2022, WAQTC proposed revisions to T 112 to address formatting and typos. These were incorporated into the published standard.</p> <p>Desna pointed out that in the published standard, the smallest sieve used for material separation was changed from No. 10 to No. 16 and now matches Table 2; and Note 4 was added.</p> <p><i>Discussion item, no further action necessary.</i></p>	

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

T 315	<p><i>T 315, Determining the Rheological Properties of Asphalt Binder Using a Dynamic Shear Rheometer (DSR)</i></p> <p>2023 Meeting Minutes:</p> <p>Nassim proposed revisions to address inconsistent use of terms for the thermometers and their calibration. Sonya, who joined the meeting for this topic, said that AASHTO re:source has been reviewing this procedure, in part because of differences between the AASHTO Method and the ASTM. She is a member of the Task Force on Asphalt Standards Harmonization (TFASH) and she said that they will be addressing issues with this method. She asked to have these concerns sent to her.</p> <p>This is the Task Force’s court; the committee will be ready to review if asked or when revisions are balloted.</p> <p><i>No further action at this time.</i></p>	
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FOP LIBRARY

PERFORMANCE EXAM CHECKLISTS	<p><i>Performance Exam Checklists</i></p> <p>During the 2023 Winter Meeting, Kevin proposed that Performance Exam Checklists be developed for the FOPs in the FOP Library.</p> <p>The committee discussed the Performance Exam Checklists for the FOPs in the library and determined that they will not be posted on the WAQTC website but will be included in the annual training materials for member use.</p> <p><i>Approved Performance Exam Checklists will be included in the 2024 Training Materials.</i></p>	DESNA BERGOLD
FOP FOR AASHTO R 60	<p><i>FOP for AASHTO R 60, Sampling Freshly Mixed Concrete, Misty Miner</i></p> <p>2023 revisions to the AASHTO method include:</p> <ul style="list-style-type: none"> • New AASHTO date • Addition of ‘Sampling from Continuous mixers’ • Other minor revisions <p>Revisions to the FOP to reflect the revisions to the AASHTO practice were drafted and presented. The revisions were approved.</p>	

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Topic	Discussion / <i>Decision</i>	Action Required By:
	<p>The Performance Exam Checklist was also presented and approved.</p> <p><i>The revised FOP and the Performance Exam Checklist will be included in the 2024 Training Materials.</i></p>	DESNA BERGOLD
R 79	<p><i>FOP for AASHTO R 79, Vacuum Drying Compacted Asphalt Specimens, Champion Misty Miner</i></p> <p><u>No AASHTO revisions in 2023.</u></p> <p>No revisions to the FOP proposed or required.</p> <p>Performance Exam Checklist was presented and approved.</p> <p><i>The Performance Exam Checklist will be included in the 2024 Training Materials.</i></p>	DESNA BERGOLD
T 84	<p><i>FOP for AASHTO T 84, Specific Gravity and Absorption of Fine Aggregate, Champion Lori Copeland</i></p> <p><u>No AASHTO revisions in 2023.</u></p> <p>No revisions to the FOP were proposed or required.</p> <p>Performance Exam Checklist was presented and approved.</p> <p><i>The Performance Exam Checklist will be included in the 2024 Training Materials.</i></p>	DESNA BERGOLD
T 89	<p><i>FOP for AASHTO T 89 Liquid Limit, Champion Dan Gettman</i></p> <p><u>No AASHTO revisions in 2023.</u></p> <p>No revisions to the FOP were proposed or required.</p> <p>Performance Exam Checklist was presented and approved.</p> <p><i>The Performance Exam Checklist will be included in the 2024 Training Materials.</i></p>	DESNA BERGOLD
T 90	<p><i>FOP for AASHTO T 90, Plastic Limit and Plasticity Index, Champion Dan Gettman</i></p> <p><u>No AASHTO revisions in 2023.</u></p> <p>No revisions to the FOP were proposed or required.</p> <p>Performance Exam Checklist was presented and approved.</p> <p><i>The Performance Exam Checklist will be included in the 2024 Training Materials.</i></p>	DESNA BERGOLD

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Topic	Discussion / <i>Decision</i>	Action Required By:
T 217	<p><i>FOP for AASHTO T 217, Speedy Moisture in Soils, Champion Sean Parker</i></p> <p><u>No AASHTO revisions in 2023.</u></p> <p>No revisions to the FOP were proposed or required.</p> <p>Performance Exam Checklist was presented and approved.</p> <p><i>The Performance Exam Checklist will be included in the 2024 Training Materials.</i></p>	DESNA BERGOLD
T 304	<p><i>FOP for AASHTO T 304, Uncompacted Void Content of Fine Aggregate, Champion Mark Willoughby</i></p> <p><u>No AASHTO revisions in 2023.</u></p> <p>No revisions to the FOP were proposed or required.</p> <p>Performance Exam Checklist was presented and approved.</p> <p><i>The Performance Exam Checklist will be included in the 2024 Training Materials.</i></p>	DESNA BERGOLD
T 331	<p><i>FOP for AASHTO T 331, G_{mb} Using Automatic Vacuum Sealing Method, Champion Mark Willoughby</i></p> <p>2023 revisions to the AASHTO method include:</p> <ul style="list-style-type: none"> • New AASHTO date • Revisions to plastic bag dimensions (Section 5.4) <p>Revisions to the FOP to reflect the revisions to the AASHTO practice were drafted and presented. The revisions were approved.</p> <p>The Performance Exam Checklist was also presented and approved.</p> <p><u>AASHTO revisions discussion</u></p> <p>The water bath temperature range in Sections 5.10 and 6.3 are listed as $25 \pm 1^{\circ}\text{C}$ ($77 \pm 1.8^{\circ}\text{F}$). The conversion temperature allowance for Fahrenheit has been changed to $\pm 2^{\circ}\text{F}$ in many of the asphalt mixture test methods.</p> <p><u>AASHTO Revisions proposal</u></p> <ul style="list-style-type: none"> • Section 5.10 change $25 \pm 1^{\circ}\text{C}$ ($77 \pm 1.8^{\circ}\text{F}$) to $25 \pm 1^{\circ}\text{C}$ ($77 \pm 2^{\circ}\text{F}$) 	

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Topic	Discussion / <i>Decision</i>	Action Required By:
	<ul style="list-style-type: none"> Section 6.3 change $25 \pm 1^{\circ}\text{C}$ ($77 \pm 1.8^{\circ}\text{F}$) to $25 \pm 1^{\circ}\text{C}$ ($77 \pm 2^{\circ}\text{F}$) <p><i>Revisions to T 331 will be presented to the Executive Board for approval and submittal to AASHTO.</i></p> <p><i>The revised FOP and the Performance Exam Checklist will be included in the 2024 Training Materials.</i></p>	MISTY MINER DESNA BERGOLD
TM 14	<p><i>WAQTC TM 14, Asphalt Mixture Laboratory Prepared Test Specimen, Champion Sean Parker</i></p> <p>No revisions to the Test Method were proposed.</p> <p>During the 2023 Summer meeting, Sean indicated that he didn't think that this method needed a Performance Exam Checklist. It is too complicated.</p> <p><i>No new revisions to the FOP.</i></p>	
TM 15	<p><i>WAQTC TM 15, Laboratory Maximum Dry Density of Granular Soil and Soil/Aggregate, Champion Mark Willoughby</i></p> <p><u>Proposed revisions:</u></p> <ul style="list-style-type: none"> Revise the description of the mold follower in Apparatus for both the small and large mold assembly. – Kevin Changes to drying – Mark <p>Mark said that Kevin did not support the revisions that Mark proposed.</p> <p>Mark said that he will discuss the revisions he proposed for the change in drying with Kevin and will present revisions before the 2024 Summer Meeting. He also indicated that he would draft revisions to the Performance Exam Checklist.</p> <p>Mark selected a deadline of Feb. 29th, 2024, to submit the revisions for review and final approval during the 2024 Summer Meeting.</p> <p><i>Mark will send Desna revised TM 15 and Performance Exam Checklist for distribution by Feb. 29th, 2024.</i></p> <p><i>TM 15 and Performance Exam Checklist will be items on the 2024 Summer Meeting Agenda.</i></p>	MARK WILLOUGHBY DESNA BERGOLD
TM 16	<p><i>WAQTC TM 16, Flat and Elongated Particles in Coarse Aggregate, Champion Sean Parker</i></p> <p>No revisions to the test method were proposed.</p>	

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

	<p>Performance Exam Checklist was presented and approved.</p> <p><i>The Performance Exam Checklist will be included in the 2024 Training Materials.</i></p>	<p>DESNA BERGOLD</p>
TM 17	<p><i>WAQTC TM 17, Determination of Theoretical Maximum Dry Density, Champion Mark Willoughby</i></p> <p>No revisions were proposed before the meeting.</p> <p><u>Discussion item</u></p> <p>Mark said that WSDOT will be proposing revisions to this FOP in the coming year. Nassim asked to be included in the revision work.</p> <p>During the 2023 Summer Meeting, Mark indicated that he didn't think that this method needed a Performance Exam Checklist.</p> <p><i>Mark and Nassim will prepare revisions to the FOP for future consideration.</i></p> <p><i>No new revisions to the FOP.</i></p>	<p>MARK WILLOUGHBY</p> <p>NASSIM SABAHFAR</p>

TRAINING MATERIALS

WRITTEN EXAMS	<p><i>Written Exam Action Item</i></p> <p>During the 2023 Summer Meeting, Misty suggested that the committee write exam questions for one module each year, rotating the modules.</p> <p>She said that if everyone wrote one question per FOP, even though there may be some repetition, the exercise should provide 5 to 7 usable questions per FOP.</p> <p>The committee agreed to begin with Asphalt II. Misty sent questions to Desna. Unfortunately, there wasn't any more follow-up.</p> <p>The committee began to review the questions Misty had submitted. Everyone thought that it would be good to have all the questions of the current exams 1, 2, and 3 in one file to reference. Desna compiled the Asphalt II questions and distributed the file.</p> <p>Lori said that she thought it would be good to be able to ask questions on the Significance section, but it is common practice to only write exam questions on the FOP short forms. Only the Student FOPs have the Significance section which usually includes background information. All felt that the practice</p>	
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Topic	Discussion / <i>Decision</i>	Action Required By:
	<p>should remain as is. Desna pointed out that, in the past, when the committee decided that information in Significance was important it was moved into the Scope, which is included in the short form.</p> <p>The committee commented on the format of the written exams. Most of the answer options are in two columns. Everyone thought it would be better to standardize the options into one column. Desna was asked to reformat answers the options in written exams and send for review to the committee members that reviewed the individual modules in the 2023 Training Materials.</p> <p>After the committee discussed all the agenda items, they took time to write additional written exam questions.</p> <p><i>Desna will compile the questions and distribute them for review.</i></p> <p><i>Desna will reformat written exams and distribute for review.</i></p>	DESNA BERGOLD
	<p><i>Action Item Follow-up</i></p> <p>Misty asked the committee how to address action item follow-up.</p> <p>Lori suggested that Desna include a list of tasks at the end of the minutes. All agreed that this would be helpful.</p> <p>Misty suggested that for some tasks a follow-up meeting should be scheduled.</p> <p>Misty indicated tasks are official, and do not require Board approval.</p> <p><i>Desna will schedule action item follow-up meetings when finalizing the minutes.</i></p>	DESNA BERGOLD

THIRD PARTY EXAM DELIVERY

WSDOT PRESENTATION	<p><i>Kryterion Experiences</i></p> <p>Mark gave a short presentation on the first eight months of using Kryterion to deliver the written exams through the Webassessor. (Attached)</p>	
YEARLY REVISIONS	<p><i>Written exam revisions</i></p> <p>This year the Webassessor test forms were revised and inserted into the existing exams on Jan 1, 2024.</p>	

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	<p>The number of times a candidate registers for an exam does not start over; a candidate can only register for an exam the number of times designated. Currently it is set at eight with a 30-day period between every two.</p> <p>Next year the exams can be recreated and Kryterion will need to make them 'live.' Or the same can be done as this year.</p> <p>The committee reviewed the retake rules and approved them.</p> <p><i>Discussion item.</i></p>	
CATALOG DESCRIPTIONS	<p><i>Catalog Descriptions</i></p> <p>Desna thought that the 'Catalog' would be available for the technician to view before registering for an exam. She has discovered that this is an internal Webassessor document. Desna asked the committee to decide how much of the information to include in the exam description. After much discussion the committee concluded that a link to the test methods on the WAQTC webpage would be sufficient.</p> <p><i>Desna will include a link to the modules test methods in the exam description in Webassessor.</i></p>	DESNA BERGOLD
PASS/FAIL MESSAGES	<p><i>Pass/Fail Messages</i></p> <p>Webassessor can show a message upon exam completion. Desna asked if the committee wanted to write the messages and if so, what it should say?</p> <p>Desna also said that the message will only be available at the end of the test center exam session.</p> <p>Mark said that the candidates have been getting the results of the exams by email, generally when they are leaving the testing center.</p> <p>The committee decided this does not need to be changed.</p> <p><i>No action required.</i></p>	
MIDDLE INITIAL	<p>Desna was asked if Kryterion could add a field for a middle initial when a candidate creates a new account. She was told that it could be done. The committee decided that this would be a good idea,</p> <p><i>Desna will have Kryterion add a middle initial field to candidate's profiles.</i></p>	DESNA BERGOLD

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

WAQTC NUMBER	<p>Desna was asked if Kryterion could add a field for a WAQTC number when a candidate creates a new account. She was told that it cannot be done.</p> <p><i>No action required.</i></p>	
TEST CENTERS	<p>Mark had asked Desna to see if Kryterion would be opening additional locations in the Portland/Vancouver area. She was told that they were working on it. Mark said that recently two testing centers were reopened that were closed during the COIVD-19 shutdown.</p> <p><i>No action required.</i></p>	
WEBASSESSOR CHANGES	<p>The committee reviewed the emails that are sent to the candidates upon exam completion. Mark said that he should replace Kevin as the WSDOT contact.</p> <p>Desna was asked to have Kryterion add a statement to the email the candidate receives upon registration, ‘The name on the identification must match the name in the at the top of this email.’</p> <p>Desna was also asked to find out what can be changed on the Home or Registration pages and to see if the ‘Retake Policy’ can be removed from the registration page. Also, the Webassessor banner on the home page needs more contrast to be more ADA accessible.</p> <p><i>Desna will follow-up with Mayra Garcia, Kryterion’s contact for WAQTC.</i></p>	DESNA BERGOLD

ADDITIONAL ITEMS

ADMINISTRATION MANUAL /RPIH REVISIONS	<p><i>WAQTC Administration Manual and Registration, Policies, and Information Handbook (RPIH)</i></p> <p>The committee discussed adding information on electronic delivery of the written exams to the <i>Administration Manual</i> and <i>RPIH</i>. They reviewed the documents and determined that additional information was not required.</p> <p>The committee proceeded to have a good ‘state of the practice’ discussion.</p> <p><i>No action required.</i></p>	
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Topic	Discussion / <i>Decision</i>	Action Required By:
NEW MEXICO TRAINING MATERIALS CLAIM WAQTC MEMBERSHIP	<p>Desna told the committee she noticed that in New Mexico DOT's training materials, it indicates that NMDOT is still a member of the WAQTC. The committee asked Misty to discuss this information with the Board.</p> <p><i>Misty will discuss the issue with the Executive Board during the Spring Meeting.</i></p>	MISTY MINER
VIDEO ASSIGNMENT	<p>During the 2023 Summer meeting, the committee agreed that each member would try to develop a video for the following test methods.</p> <ul style="list-style-type: none"> • FOP for AASHTO T 30 – Misty • FOP for AASHTO T 166 – Lori • FOP for AASHTO T 209 – Gilbert • FOP for AASHTO T 329 – Mark • FOP for AASHTO T 308 – Dan • FOP for AASHTO T 312 – Sean • FOP for AASHTO T 255 – Sharon • North Dakota test videos. • Asphalt Videos <p>For those who tried to put together video content, they agreed was a good exercise to understand the resources that are required.</p> <p>Gilbert said that creating video segments would be better than long uninterrupted videos. UDOT found that updating is difficult to splice bits into a full video. Gilbert said he was unable to complete his assignment.</p> <p>Sean said that ODOT tried but didn't get very far.</p> <p>Madeline warned everyone to address accessibility while developing videos, trying to address it postproduction is very difficult.</p> <p>Lori showed her video https://youtu.be/HRJlkyLHWNU, she said that the voice overs have been challenging.</p> <p>Misty's are still being edited, she said that MDT is addressing accessibility for the audio.</p> <p>Dan shared a video that one of his coworkers put together and the committee watched NDDOT's asphalt videos.</p> <p>Mark was unable to put together a video.</p>	

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Topic	Discussion / <i>Decision</i>	Action Required By:
	<p>Misty said that she would like the committee to move forward with the videos. She suggests currently to not include audio in the video. The pieces Lori has done can be used in the training.</p> <p>The committee was asked to please share any video that is created. Desna was asked to add Lori's video to the WAQTC YouTube Channel.</p> <p><i>Lori's video will be added to the YouTube Channel.</i></p>	DESNA BERGOLD
YOUTUBE CHANNEL	<ul style="list-style-type: none"> • Aggregate Videos playlist • Asphalt Videos playlist • Concrete Videos playlist • Embankment & Base and In-Place Density Videos playlist <p><i>Information only.</i></p>	
STRATEGIC PLAN ACTION ITEMS	<p>2023 Planned Work</p> <p>Priorities of the Executive Board:</p> <ul style="list-style-type: none"> • Continue work on 'on-going' activities. • Evaluate existing training materials for needed improvements / updates. • Member teleconferences to share developments in training and certification platforms. • Implement virtual written examinations. • Develop online training and videos. <p>The committee reviewed the 2023 Strategic Plan and discussed the Long-Term Goal, 'Evaluate the need for WAQTC training on equipment calibration, standardization, and checks process.'</p> <p>Misty asked Mike if the committee members could get copies of re:source's equipment checklists, this would be helpful in determining compliance. They would also be a good addition for Quality Management Systems. Mike said that they have not been made available in the past, but he would ask if they could be shared.</p> <p><i>Mike will determine if re:source's checklists can be shared.</i></p>	MIKE WAGNER
WEBSITE BRAINSTORMING	<p>WAQTC</p> <p>Misty suggested that the WAQTC website be revamped. It is outdated and the home page is very busy.</p>	

Topic	Discussion / <i>Decision</i>	Action Required By:
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	<p>Gilbert said that UDOT recently redesigned their website. He said that the committee should consider that people are not always accessing websites on a desktop. The website should be more tablet /smart phone friendly. UDOT found that dropdowns and buttons instead of links are better to navigate. Gilbert does not recommend pictures for buttons. Keep the button simple but with a pop. He showed the UDOT webpage for the Materials and Pavement Division.</p> <p>UDOT Materials & Pavement</p> <p><u>Ideas include:</u></p> <ul style="list-style-type: none"> • Home page: Top banner, with three columns sorting the associated links banners. • Board and QAC minutes should each have their own tabs. • Private folder for member agencies with a sign in step • ADA Compliant color schemes • Redesign the logo while keeping the branding: keep the diamond, change the fonts, flip top and bottom diamond theme, update the border around the border. <p>Desna was asked to discuss a process for updating the website with Applied Microsystems and determine what a private folder with a required sign in would cost. Sharon also suggested asking if WAQTC could get the rights to perform minor updates on the website. She said that basic maintenance can be easy.</p> <p>The committee agreed that updating the website and logo should be discussed with the Board.</p> <p>Misty suggested that the committee come up with some ideas. She said that the look of a webpage could be developed in a PowerPoint. Madeline said that she is willing to design template ideas. Misty and Sharon said they would too.</p> <p>Gilbert said he would put together some ideas that UDOT used for website functionality.</p> <p>Sean said he will talk to some of his colleagues and put together some functionality ideas.</p> <p>It was suggested that everyone share websites they really like and that function well.</p>	
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Topic	Discussion / <i>Decision</i>	Action Required By:
	<p>A Task Force was formed to explore updating the WAQTC website consisting of Lori, Sharon, Madeline, Gilbert, Sean, and Mike.</p> <p>The first Task Force meeting will be held Mar. 25th at 8:00 am MST.</p> <p><i>Misty will discuss updating the WAQTC website with the Executive Board during the 2024 Spring Meeting.</i></p> <p><i>Desna will ask Applied Microsystems about updating the website and a private folder.</i></p> <p><i>Website Task Force will hold a meeting Mar. 25th at 8:00 am MST.</i></p>	<p>MISTY MINER</p> <p>DESNA</p> <p>BERGOLD</p> <p>TASK FORCE</p>
COPYRIGHT OFFICER	<p>The Board has asked the QAC to nominate someone to be the Copyright Officer. Sean has held the position since 2017.</p> <p>Gilbert is nominated. Sean will provide all the Copyright inquiries he has received, and letters sent on behalf of WAQTC.</p> <p><i>Gilbert will be nominated to the position of Copyright Officer to the Executive Board during the 2024 Spring Meeting.</i></p>	<p>MISTY MINER</p>
OTHER	<p>Gilbert presented UDOT's technician training and certification tracking programs, with an overview of the online registration page, and prerequisites. He also presented a separate spreadsheet used to track testing, training evaluator, and feedback to the evaluator; and a dashboard of the registrations compared to actual attendance.</p> <p><i>Discussion item, no further action required.</i></p>	
2024 SUMMER MEETING	<p>The 2024 Summer meeting will be held in Bismarck, ND, July 15th through the 19th. It appears most members will not be able to travel on Monday morning and arrive in time for the 1:00 pm meeting. As most will be requesting Sunday travel it was suggested that the meeting begin at 8:00 am on Monday.</p> <p>Misty will email the Board.</p> <p>Desna will verify with the hotel that there will be sufficient rooms for the committee to stay on Sunday night.</p> <p><i>Discuss Sunday travel with the Board.</i></p> <p><i>Desna will verify accommodations.</i></p>	<p>MISTY MINER</p> <p>DESNA</p> <p>BERGOLD</p>

Action Items

QAC Member Follow-up

All QAC Members

- AASHTO T 119: discuss alternate slump molds and documentation with member agencies.
- Provide website ideas and examples to the Task Force.

Misty Miner

- Discuss with the Board: New Mexico DOT's training materials, it indicates that NMDOT is still a member of the WAQTC.
- Discuss updating the WAQTC website with the Executive Board during the 2024 Spring Meeting.
- Nominate Gilbert Arredondo, QAC Vice Chair, for Copyright Officer to the Board.
- Discuss Travel for the 2024 Summer meeting with the Board – Travel Sunday and begin the meeting earlier on Monday.

Lori Copeland

- FOP for AASHTO T 272: Draft a table for method selection much like the tables in the FOP for AASHTO T 99/T 180 for distribution before the 2024 Summer meeting.

Sean Parker

- FOP for AASHTO T 121: Distribute the air content spreadsheet.
- FOP for AASHTO R 47: Work with Mark to draft revisions to reintroduce the Quartermaster splitter for the 2024 Summer Meeting.

Mark Willoughby

- FOP for AASHTO R 47: Work with Sean to draft revisions to reintroduce the Quartermaster splitter for the 2024 Summer Meeting.
- FOP for AASHTO R 66: Report on Oral Performance Exam use and provide a copy for review.
- TM 15: Send Desna revised TM 15 and Performance Exam Checklist for distribution by Feb. 29th, 2024.
- TM 17: With Nassim, prepare revisions to the FOP for future consideration.

Nassim Sabahfar

- T 329: Research the temperature range for drying asphalt mixtures.
- TM 17: With Nassim, prepare revisions to the FOP for future consideration.

Mike Wagner

- Determine if re:source's equipment checklists can be shared.

Desna Bergold

- Include on the 2024 Summer meeting Agenda:
 - WAQTC TM 2, Add 'mobile mixers.'
 - FOP for AASHTO T 308, Note 1 should not be a note.
 - FOP for AASHTO T 166, use 'sample' and 'specimen' terms correctly
 - Reformatted written exams
- Include approved FOPs and Performance Exam Checklists in the FOP Library in the 2024 Training Materials
- Distribute compiled Asphalt II Written Exam Questions
- Schedule action item follow-up meetings when finalizing the minutes.
- Kryterion and Webassessor
 - Add link to the modules test methods in the exam description in Webassessor.
 - Add a middle initial field to candidate's profiles.
 - Ask, 'What can be changed on the Home or Registration pages and if the 'Retake Policy' can be removed from the registration page.'
 - Determine if the Webassessor banner on the home page can be made more ADA accessible with more contrast.
 - Change Kevin Burns to Mark Willoughby on all emails.
 - Add a statement to the email the candidate receives upon registration, 'The name on the identification must match the name in the at the top of this email.'
- Add Lori's video to the WAQTC YouTube Channel
- Ask Applied Microsystems about updating the website and adding a private folder.
- Verify additional accommodations for the Sun. July 14th, 2024, Summer Meeting

Website Task Force

Lori, Sharon, Madeline, Gilbert, Sean, and Mike

- Explore updating the WAQTC website.
- First Task Force meeting: Mar. 25th at 8:00 am MST.

QAC proposals to the AASHTO Standards

Misty Miner, QAC Chair – present to the Executive Board

R 39, Making and Curing Concrete Test Specimens in the Laboratory - [r 039m-r 039 \(1\) waqtc.docx](#)

Proposed revisions:

- Remove ‘cardboard molds’ from Section 7.5.3.1.1

R 60, Sampling Freshly Mixed Concrete - [r 060m-r 060 waqtc.docx](#)

Proposed revisions

- Add ‘mobile’ in Section 1.1
- Add ‘Mobile Mixers’ to the title of Section 5.2.3 and ‘conveyor or’ to the final sentence’

T 99, Moisture-Density Relations of Soils Using a 2.5-kg (5.5-lb) Rammer and a 305-mm (12-in.) Drop and, T 180, Moisture-Density Relations of Soils Using a 4.54-kg (10-lb) Rammer and a 457-mm (18-in.) Drop - [t 099 waqtc.docx](#) [t 180 waqtc.docx](#)

Revision proposal

- Section 3.5 remove first and third sentences.
- Create a new Section 3.6 for the thermometer, remove ‘of materials’ after temperature and add ‘oven’ after ‘for measuring the.’

T 255, Total Evaporable Moisture Content for Aggregates [t 255 waqtc.docx](#)

Proposed revisions:

- Section 5.2 remove first and third sentences.
- Create a new Section 5.2.1 for ‘Other suitable sources of heat.’
- Create a new Section 5.3 for the thermometer add ‘oven’ after ‘for measuring the.’
- Create Section 7.2.1 starting with, ‘Rapid heating may cause some particles to explode...’
- ‘Add the temperature range in 7.2.1
- Create Section 7.2.2 starting with ‘If a source of heat other than controlled temperature oven. . .’
- Move the ‘Caution’ statement between Section 7.2.1 and 7.2.2 as 7.2.1.1
- Add constant mass formula to Section 8 Calculation

T 331, G_{mb} Using Automatic Vacuum Sealing Method [t 331 waqtc.docx](#)

AASHTO Revisions proposal

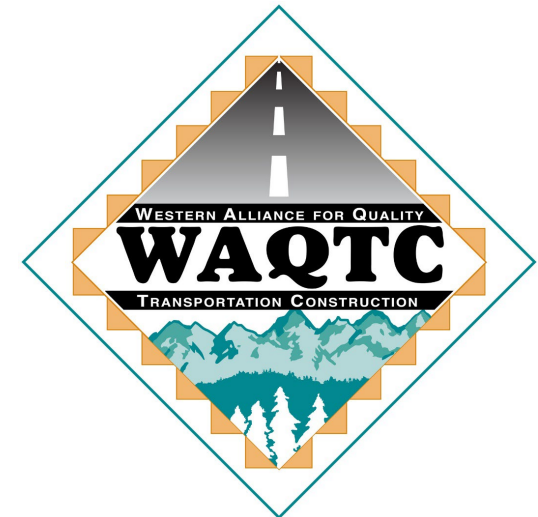
- Section 5.10 change $25 \pm 1^\circ\text{C}$ ($77 \pm 1.8^\circ\text{F}$) to $25 \pm 1^\circ\text{C}$ ($77 \pm 2^\circ\text{F}$)
- Section 6.3 change $25 \pm 1^\circ\text{C}$ ($77 \pm 1.8^\circ\text{F}$) to $25 \pm 1^\circ\text{C}$ ($77 \pm 2^\circ\text{F}$)



**Washington State
Department of Transportation**

Kryterion

Experiences



Background

- WAQTC Certifications
 - AgTT
 - AsTT II
 - EBTT
 - DTT
 - EBTT/DTT

Background

- **WAQTC Certifications**
 - WSDOT Employees by Region personnel
 - Non-Employees by NWCEL
 - Training and Certification



- **Non-Employees NWCEL**

- First Exams taken June of 2023
- Over 100 examinations have been administered
- Pass fail rate is similar to when the exams were given in person



• Challenges:

- AsTT II exams missing T 312 or TM 13
- NWCEL revised way of administering training and certifications
- Examinees submitting their Written Exam documentation
- Kryterion exam locations



- **Benefits:**

- HUGE staffing reduction
 - Written exams administered by WSDOT
- Immediate exam notification
- Exam Evaluation



From: donotreply@webassessor.com <donotreply@webassessor.com>

Sent: [REDACTED]

To: [REDACTED]

Subject: Exam Completed

Hello [REDACTED]

You have completed the exam, Aggregate (AgTT) Method B, on 29 December 2023. Exam details are as follows:

Overall Score: 93.3%

Result: PASS

Topic Level Scoring:

FOP for AASHTO R 90 Sampling Aggregate Products: 100.0%

FOP for AASHTO R 76 Reducing Field Samples of Aggregates to Testing Size: 100.0%

FOP for AASHTO T 255 Total Moisture Content of Aggregate by Drying: 80.0%

FOP for AASHTO T 27/T 11 Sieve Analysis of Aggregates, Materials Finer Than No. 200 by Washing : 100.0%

FOP for AASHTO T 335 Determining the Percentage of Fracture in Coarse Aggregate: 100.0%

FOP for AASHTO T 176 Plastic Fines in Graded Aggregates and Soils by Use of the Sand Equivalent Test: 80.0%



- **Next Step**

- Beta testing the use of Kryterion in WSDOT's largest Region

- **Needed Kryterion Updates**

- Name middle initial required
- WAQTC number

Questions?