

**Highway Construction Materials Technician Certification Board  
Meeting Minutes**

April 28, 2010

Meeting was announced by posting at the ODOT Training Center and on the internet web site at <http://oktechcert.org/Meetings>.

The meeting was called to order at 9:00 AM by Reynolds Toney. The following members/guests were present.

**MEMBERS**

Reynolds Toney	ODOT
Scott Seiter	ODOT
Tammy Robinson	OTA
Shawn Davis	ODOT
John Privrat	Duit Construction
Rich Horrocks	Manhattan Road & Bridge
George Raymond	ODOT
Craig Parker	Silver Star Construction

**GUESTS**

Connie Rozean Pruitt	OAPA
Waseem Fazal	FHWA
Casey Shell	ODOT

**TRAINING CENTER STAFF**

Steve Sawyer	Program Director
Karla Irvin	Administrative Assistant

1. Reynolds Toney determined that a quorum was present and called the meeting to order.
2. Motion to approve minutes with minor correction made by Craig Parker, seconded by Rich Horrocks. Approved unanimously.
3. Program Director reported:
  - a. Modules remaining in the fiscal year and the enrollment levels for those modules. Soils certification modules had several no-shows. Cancellation policy will be more strictly enforced for these modules in the future.
  - b. Training manuals will be kept in electronic format on a secured drive and reproduced from the master file before each module. Manuals will be printed at the Training Center.

- c. New equipment procured:
    - 1. New cylinder breaker was acquired and will be installed and readied for use in May, 2010.
    - 2. Camera system installation nearly completed.
  - d. A personnel change in the Video Production Branch has resulted in a slight delay. A video on AASHTO T 2 was presented. Aggregates video is scheduled to be completed in time for fall classes.
  - e. Web site was given a face lift. Added link to TCCC/NHI free on-line training.
- 4. AASHTO T 22 will be left in the Materials Sampling & Testing Certification. The name “Materials Sampling & Testing” may be changed to something more representative at the next opportunity.
  - 5. FHWA has concerns about two elements of the apprenticeship program; 1) Control and 2) Oversight. The apprentice is not “qualified” while learning the procedures. The Chair suggested that a formal complaint should be filed so that the matter could be investigated under the Board rules. A sub-committee will look into the issue and bring recommendations to the Board at the next meeting.
  - 6. A letter from Larry Patrick suggested options for an abbreviated re-certification process for experienced technicians. A sub-committee will meet and bring recommendations to the next Board meeting.
  - 7. No new business.
  - 8. Meeting adjourned by the Chair.