

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

December 12, 2017

Meeting was announced by posting at the Bert Cooper Engineering Laboratory and on the internet web site at <http://oktechcert.org/Meetings>.

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

MEMBERS

Scott Seiter	ODOT
Larry Patrick	OAPA
Allan Hinton	ODOT
John Leonard	ODOT
Jessica Prince	ODOT
Joe Echelle	OTA
John Privrat	Duit Const.
Clint Mahanay	ACCO
Brent Burwell	ACPA

STAFF

Steve Cross	Program Director
Steve Sawyer	Program Coordinator

1. Scott Seiter determined that a quorum was present and called the meeting to order.
2. Motion to approve minutes of 6-13-17 made by J. Echelle, seconded by J. Prince. Approved unanimously.
3. Program Coordinator's Report

Enrollments are steady and on course for previous year's average.

Our two main EST instructors, Nate Peil and Chris Drewery, have changed employers and are being replaced by other EST instructors. T.J. Dill and Jessica Prince are joining EST and will be in charge of administering the training and certification agreement.

Jessica Prince and T.J. Dill will likely be stepping down from the Board due to their change of employment from ODOT to the private sector.

Written examinations will be changed from the current Scantron forms to a University supported online testing system.

4. The Asphalt Mix Design classes are still being revised. Curricula are essentially the same with a few minor changes. Level 2 will be classroom only and more rigorous than the previous version. An annual seminar on Mix Design technologies and standards is being considered.
5. Jessica Prince asked about the possibility of making accommodations for an RHCMT for whom travel presented a family hardship. After considerable discussion, the Board suggested that the RHCMT should work with the program coordinator to adjust the individual's scheduling to whatever extent is feasible. There is no process for allowing a substitute form of certification for RHCMTs who are not eligible for the Alternate Certification already stipulated in the Board rules.

No further new business was heard.

6. Meeting adjourned by the Chair.