

Asphalt Technical Review Team (TRT) Meeting Minutes

March 12, 2015

Meeting Location: Loblolly Conference Room, State Materials Office, Gainesville, Florida.

Meeting Attendees:

Asphalt TRT Members: Rich Hewitt- TRT Chairman (State Construction Office) and Greg Sholar (State Materials Office) attended in person. Jeff Fetzko (Turnpike), Igor Dubrovskiy (District 6), and Robert Grimsley (District 7) attended remotely by videoconference.

Other Attendees: Wayne Rilko (UF-CTT) attended in person, Skye Sciallo (A&SW Consultants, Inc.) attended remotely by teleconference.

Meeting began at 10:03 am and the following items were discussed:

Sunshine Law Public Input at Public Meetings

- A request for Public Comments was made. None were received.

Agenda Item 1: Oral Presentations by Proposed Instructors

- There were no presentations by Proposed Instructors.

Agenda Item 2: Review of December 8, 2014 TRT Meeting Minutes

Note: Agenda Items 2 and 3 are combined below due to overlapping issues.

Agenda Item 3: Review e-mails and discuss Actions taken since last meeting of December 8, 2014.

- See Agenda Items below for actions taken since last meeting.

Agenda Item #4: Review of Provider audits since last meeting.

- *No audits performed.*
- **On-going Action Item-**
 - TRT Members will look for auditing opportunities and audit one course prior to next meeting.
- *Jeff Fetzko received complaints about an Asphalt Plant Level 1 class.*
 - *Several complaints regarding instructor's (Hesham Ali) teaching speed.*
 - *Also there were complaints about the lab location and amount of equipment for the number of students in the course. One full set of lab equipment for 11 students.*
- **Actions Taken –**
 - *TRT members discussed number of students per each full lab set up and felt 4 is the limit for each full set of lab equipment.*
 - *Rich Hewitt stated there may be Providers concerned with only being able to offer training for 4 students per full set of lab equipment.*
 - *Jeff Fetzko suggested Providers could add additional days for proficiency testing to deal with the limit (i.e. add a day for each set of students).*

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- **Action Items-**
 - Jeff Fetzko will speak with Hesham about speed of class and lab equipment. Jeff will also audit next class.
 - Rich Hewitt will discuss above issues with Susan Robeson (State Construction Training Administrator (SCTA)).

Agenda Item #5: Discussion of recommendations for pending requests for approval as Construction Training and Qualification Program (CTQP) Asphalt Training Providers.

- The TRT reviewed the Provider Request from Atkins to become an Approved Provider for Asphalt Paving Level 1.
- **Action Taken (during Meeting)-**
 - TRT voted unanimously to recommend Atkins be approved as a Provider for the Asphalt Paving Level 1 Course and Exams.
- **Action Item-**
 - Rich Hewitt will notify Susan Robeson of the TRT's recommendation.

Agenda Item #6: Discussion of recommendations for pending requests for approval as Construction Training and Qualification Program (CTQP) Asphalt Training Instructors.

- No pending Instructor requests for approval.

Agenda Item #7: Discussion of revisions to, acceptance, and approval of current Asphalt Course Materials.

- Wayne Rilko provided a progress report on the Asphalt Paving Level 1, Paving Level 2, and Plant Level 1 Course Updates.
 - Paving 1 is about complete, when Wayne gets photos and videos in it, he will forward to TRT for review.
 - Rich asked about videos and to ensure we have videos on milling, brooming, tacking, paving, and compaction (including required measurements).
 - Wayne Rilko stated they will have photos and video for the courses.
 - Plant 1 updating is in progress
 - Paving 2 reviewed, marked up slides, still need to update.
- Wayne asked the TRT questions regarding the course updates.
 - TRT felt although use of bubble level could be eliminated from the proficiency exam, the course work should be taught and the written exam should contain questions where students have to calculate cross slope.
 - **Action Item-** Wayne will look at adding cross slope calculation questions to the written exam, no proficiency exam on the bubble level.
 - **Action Items-**
 - Wayne Rilko will add Plant 1 Proficiency Worksheet to Plant Level 1 course material.

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- Wayne Rilko will add CoreDry material to course material since in January 2016, CoreDry will be a requirement.
- Wayne Rilko will keep Rice Dryback procedure and correction factor calculation in course.
- Paving 2
- Wayne Rilko will make sure course material emphasizes straightedge deficiencies being anything that “exceeds 3/16 of an inch”. Per Jeff Fetzko’s recommendation.

Agenda Item #8: Discussion of acceptance and/or rejection of new courses

No new courses were discussed.

Agenda Item #9: Miscellaneous discussion.

- On March 4th, Susan Robeson requested to update the Construction Training and Qualification Manual (CTQM) Chapter 3 by April 5th.
- **Action Item-**
 - Jeff Fetzko will review and update CTQM Chapter 3 per Susan’s request.

Agenda Item #10: Selection of Date, Time, and Location of next Asphalt TRT Meeting.

- Next Asphalt TRT Meeting will be Tuesday, June 30, 2015 (10am – 1:30pm), in the Loblolly Room at the State Materials Office in Gainesville, FL.
- **Action Items-**
 - **Rich Hewitt-** will e-mail Notification of Public Meeting for the next Asphalt TRT Meeting (June 30, 2015) to Andrew Gormley for posting on State Construction Office (SCO) website.
 - **Rich Hewitt-** will e-mail Draft Asphalt TRT Meeting minutes (March 12, 2015) to the Asphalt TRT Members for review prior to official distribution and posting on SCO website.
 - **Asphalt TRT Members-** Will review Draft Meeting Minutes (March 12, 2015) and e-mail concurrence or modifications to Rich Hewitt.
 - **Rich Hewitt -** After receiving review comments & modifications from TRT Members, Rich will make appropriate changes and e-mail final Meeting Minutes to Andrew Gormley for posting on the State Construction Office (SCO) website.

The Asphalt Technical Review Team Meeting of Thursday, March 12, 2015 was adjourned at 11:29am.