

Minutes of Concrete TRT Meeting of September 8, 2010
MEETING NUMBER 21

On September 8, 2010, the Concrete TRT met at 9:30 AM in the 1054 Conference Room at the Turkey Lake Plaza, Orlando, Florida.

Those in attendance were Ronda Daniell, Mike Bergin, Leigh Markert Steve Plotkin and Tim Heath. Also participating were Scott Tison with CTT.

The first order of business was to discuss Approval recommendations for approval of requested Providers and Instructors.

Next item was update about Ronnie Henley and his cancelling the presentation to the team and that he would reschedule with the team at a later date.

How are the providers notified of completed audits? The Chair of the TRT can send the Providers copies.

When will audits be posted? The audits should be posted as of July 30, 2010.

What about audits of providers over and over again? Email Ms. Collins and she agrees that it is a good point and that she will need to update the provider audit issue to reflect that we should not be auditing over and over again. She agrees that it will become redundant.

Review of the new data base for comments. This data base will hold all the audits performed and can be easy to update for any team. Few suggestions for changes and that it should be sent to Tallahassee for their possible use.

Specification 105 has been updated and is being reflected in the July 2010 lettings.

What about the update to the course? Team met with CTT on the course last week. There have been sections changed and each team member has an assignment due to 09/17/2010. CTT will be completed by October, 2010. The team is suggesting in having a train the trainer session with CTT to teach the course. We are waiting on the cost submittal from CTT for this session of training. Instructors lead page in manual will have instructions from the TRT on the course. Test questions will be by 10/1/10.

Update on Audits- the TRT in the first half of this year did audit all the providers as required. The same providers and instructors are due for the second half of the year 2010. The team has stated that since we have reviewed all the providers and instructors that the audits performed in the half will cover the same providers in the second half. Thus there will be no audits performed by the TRT to keep from having redundancy.

The next meeting date is December 15, 2010 starting at 10 AM.

No other business was discussed.

SUMMARY OF ACTION ITEMS:

- 1. Ronda to check if audits are posted.**
- 2. Ronda to send recommendation back to Tallahassee on audits.**
- 3. Ronda to send data base to Tallahassee.**
- 4. Ronda to ask about travel to the providers and if there is a blank approval for the TRT members.**

Meeting adjourned at 10:45 AM.