

**CTQP AVDISORY COMMITTEE MEETING**  
**April 21, 2005**

Attendance: Randy Borgersen, Jimmy Rodgers, Yvonne Collins, Jim Warren, Jim Moulton, Ananth Prasad, Don Kennington, Mike Vandall, Joe Price, Sandy Greenwood, Neil Jones, Janet Degner, Nina Barker, John Zhang, Ken Cox

**Minutes of January 11, 2005 Meeting**

Presented and reviewed, there were no objections to them.

**Mission Vision Statement Comments**

Updated versions of the mission and vision statements were presented for further consideration follows:

**Vision:** To be the best Construction Training and Qualification Program in the Nation.

**Mission:** To provide Construction Training and Qualification by developing and maintaining the best quality and cost effective courses while addressing the effectiveness of those courses in keeping pace with changing transportation needs.

**Introduction of the CTQP Administrator**

Randy Borgersen Introduced Mike Vandall, Vice President of Enterprise Services and Joe Price, Chief Financial Officer, of Red Vector as the new administrators of the CTQP program. A contract was signed on March 21, 2005. Mike Vandall will be the principal contact for FDOT. Red Vector's physical address is 4890 West Kennedy Blvd., Tampa, FL (same building as Wyndam Hotel).

**CTQP Administrator (Question Answer Period)**

**Website** - Randy asked what the status is on the Red Vector / CTQP website. Mike said they have a copy of the site on their local server and would send a link to Randy. They are currently able to handle technical functions and have a rep at UF today working with UF crew. Mike said they are contracted to begin providing services on July one but their target is June 1. Randy wants a Saturday or Sunday switch from UF to R/V to minimize customer interruptions.

**Course Materials** – Sandy Greenwood said course materials were sent to R/V rather quickly without much organization. She said the material is not ready for distribution to new providers. UF is preparing another set in an more organized manner and will deliver them by July 1. Course materials will follow the pattern of Jim Warren's Asphalt courses.

**Communications** – Mike Vandall said R/V will publish a phone number and have someone answer from 8 – 5, Monday – Friday. Sandy said UF will keep their number and re-direct calls as needed. UF and RV agreed to work on a communication plan to get through the transition. Ananth said he wants a good mechanism for answering technical questions without the TRT members serving as customer service reps. UF mention they are in the progress of developing an engine to analyze individual qualification needs. The group discussed the idea. Randy said he does not want any further development without prior FDOT approval. Ananth asked for a cost proposal for delivery of the system.

### **Update on appointment of New TRT Members**

List of TRTs was attached to agenda. New chairs were announced. Asphalt Chair is David Wang however Brian Pickard is serving Interim TRT Chair.

### **Application Process for Providers/Instructors**

SCO website has list of approved providers and instructors. Instructor e-mail addresses are not currently on web. Randy shared CTQM requirements in chapter 10.10. Anybody can be a provider as long as they are open to public. FDOT will not provide facilities for public courses. FDOT may host an exclusive (FDOT employee) course.

### **UF's approval as a provider and the fact the newly approved UF entity called "CTT" may start offering classes July 1, 2005 while the old UF CTQP entity will no longer be allowed to offer classes after June 30, 2005... although it's administrator functions may continue after that date funded by the current surplus**

Ananth stated that nothing prevents UF from advertising for courses it expect to present in it's new role as a Provider named CTT after July 1.

### **Auger Cast Pile Course Development**

Yvonne mentioned that Dr Sastry Putcha was working on developing some new course material regarding Auger Cast Pile construction. There was some discussion as to the need for a separate qualification for this. Ananth related that this material would likely be included in an existing pile construction methods course now covering pile driving.

### **MSE Wall Course Update**

Ananth recommended a Computer Based course for this. Tabled discussion till next meeting. Issues – Do we need a certificate or qualification? Don will cover this issue with FICE subcommittee and report back to this group.

### **Final Estimates Course/Provider/Instructor Update**

Info is online TBE has finished and delivered course material. The Final Estimates TRT is now reviewing the material.

### **The handling/use of surplus funds turned over to FDOT by UF for the benefit of the CTQP program**

Ananth has hired an accountant (Kim Smith) and wants to expedite the settlement of any outstanding FDOT training billings with UF. Kim will be in touch with UF by May 10. When the UF current contract as the CTQP Administrator is closed, there will be a surplus of money that we want to utilize for CTQP. Advisory committee wants to be involved in how it is used, and expects it will be used for course updates.

### **Future meetings time and location**

July 19, 2005 at the State Materials Office – 10:00 – 2:30

**2:30 Adjourned**