

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

June 13, 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
Joe Echelle	OTA
Jessica Prince	ODOT
T.J. Dill	ODOT
John Leonard	ODOT
Larry Patrick	OAGC
Steve Tollett	OAPA
Randy Robinson	OACC
Allan Hinton	ODOT

GUESTS

Kevin Sutor	ODOT
Waseem Fazal	FHWA

STAFF

Steve Cross	Program Director
Steve Sawyer	Program Coordinator
Wendy Johnson	Administrative Assistant

1. Scott Seiter determined that a quorum was present and called the meeting to order.
2. The Chair introduced Joe Echelle as the newest HCMTCB member representing the Oklahoma Turnpike Authority.
3. Motion to approve minutes of September 12, 2017 made by Larry Patrick, seconded by Travis Dill. Approved unanimously.
4. Program Coordinator's Report

1. The financial report indicated revenues totaling \$447,649.23 and expenditures of \$463,395.97. The revolving fund balance to begin FY 2018 should be approximately \$250,000.
2. Enrollments totaled 753 for FY 2017. All modules are scheduled for FY 2018. The Chair generated a discussion about the possibility of administering written exams for the Alternate Certifications off site by ODOT Liaisons. Steve Sawyer will collaborate with ODOT IA to move forward with the development of a workable procedure.
3. The Pine SGC was acquired and calibrated. The Interlaken SGC is not in working order and is no longer supported by the manufacturer. One of the Troxler SGCs appears to have a design flaw and is in need of repair.
4. Six Super Air Meters have been procured.
5. The Super Air Meter Continuing Education will be “just in time training” made available to RHCMTs as needed when projects specifying the SAM are let.
6. Larry Patrick, Waseem Fazal, and Steve Sawyer will serve on the Evaluator Qualification Committee. The Chair will be notified when a new candidate is being considered.
7. Steve Cross presented recommendations on revamping the Asphalt Mix Design modules. Level 1 will train RHCMTs to design a mix and Level 2 will include new and advanced mix design theory and practice. Larry Patrick explained that there had been changes in the needs of the industry and ODOT that would be addressed in the new changes.
8. No new business.
9. Meeting adjourned by the Chair.