Minutes

FDOT Technical Review Team Chairmen's Teleconference
March 8, 2017 2:00 p.m. to 3:30 p.m.
Teleconference Bridge #1,
(850-414-4971) (88-0-4971)
Pin # 268411

Attendees:

Susan Robeson	Ronda Daniell	Ken Morgan
Rich Hewitt	John Shoucair	Maria Overton

Topics:

- Introduction of TRT Chairmen – Chairmen introduced themselves

- TRT quarterly meetings minute review – good with minutes

- TRT membership

    o Aim for 5 member per TRT

      http://www.fdot.gov/construction/contact/Training/TRTMemberList.shtm

    o ask for assistance in recruiting TRT members (Concrete)

- Inclusion of call-in number on TRT agendas

- Establish requirements for Instructors

    o Must Instructor have CTQP Qualification in subject area?

        ▪ QCM has qualification and if not approved if they have not

        ▪ Concrete must have years of experience

        ▪ Asphalt must have years of experience and have knowledge of subject

        ▪ Aggregate must have knowledge

        ▪ Earthwork must have knowledge and preform training, must have experience.

    o Must Instructor maintain CTQP Qualification in subject area? No

- Establish requirements for Providers

    o Ownership of required equipment (access or owner)? Ownership is not required

        ▪ Earthwork might be different due to live source site in density

    o Equipment, models or actual equipment?

        ▪ Leave up to individual TRT

        ▪ Depends on equipment and complexity of the equipment.

        ▪ Have this question on next meeting to determine if "modules" have been submitted previously.

- Course Material update process
  - Rich Hewitt & Juan Castellanos to talk about experience with this process
  - Rich has been long in getting published
  - John – PowerPoint presentation on LBR, Greenwood
- CTQM updates for 2017 (draft schedule)
  - TRT review period   March 15, 2017 – April 15, 2017
  - Staff update period   April 15, 2017 – May 15, 2017
  - Executive review   May 15, 2017 – July 1, 2017
  - DCE/DMRE approval   Fall 2017
- CTQP Providers Teleconference
  - To be scheduled for March, June, Sept and Dec 2017
  - ACI certification to submit to FDOT
- Additional Topics
  - Maria – applicants for Instructor to teach (have every applicant teach during public meeting); Chairmen expressed the process that they each use. Locations of video conference can be utilized
  - Do the CTQP Providers bring up issues that the Technical Review Teams need to discuss?
    - The CTQP Providers' meeting is the venue for Providers to bring up any issues for the TRTs to review, but no issues have been brought up.