

Meeting Minutes

FDOT DCTA's Teleconference
October 27, 2015 from 10:00 a.m. to 11:30 a.m.
Teleconference Bridge #2
850-414-4972
Pin # 490513

Attendees:

Jennifer Rich
Wendy Parrish
Susan Robeson

Mark Toigo
Lori Spruce
Jonathan Upfold

Tamii Chapman
Debbie Glatz
Franck Demorcy

Agenda Items:

1. Greetings and introductions (share updates in your district)
 - D1 –
 - Not much going on
 - D1 sponsored environmental process training
 - D1 sponsored striping training
 - D2 –
 - 39% of the money used
 - A+ training is working well as a provider
 - D3 –
 - In November 6 people taking FE class in District
 - ACI for Aggregate Technician Level , will be sending to Orlando
 - D4 – (Henry emailed his update)
 - LIMS/MAC, in January new system will be in place
 - Just sending project personnel to CTQP courses
 - Sending a few to the Traffic Signal Course, most likely by IMSA in the Daytona area.
 - D5
 - Providing the last training of ITS for the 2015 University of Construction. Have had 67 attendees in the program this year
 - Have scheduled 5 MOT classes for 2016
 - Have submitted a Blanket request for upcoming CTQP courses
 - D6
 - Nothing much going on.....just:
 - We have FE2 scheduled with Smith Construction in the district
 - Earthwork Construction Inspector class schedule in January w/ Ron Henley
 - Blue Beam training in Sept. went well 30 students

- D7 (not in attendance)
 - TP
 - All quite in the Turnpike
 - SMO
 - Ken's positions (Materials Office Training Administrator) closed yesterday
 - A lot of in-house training going on (haz-mat, etc...)
 - Some CTQP classes scheduled, 3 persons scheduled to take.
 - SCO
 - CTQM chapters updated and approved to be published
 - Introduction of Training Development Team member, Jennifer Rich
2. Review of Minutes from last teleconference
 - approved
 3. CTQM review and updates
 - Vote was deferred from joint DCE/DMRE meeting in September until 10/26/2015 meeting.
 - At 10/26/2015 meeting all chapter approved with edits except chapters 4 and 10. Theses chapter are to be reedited and submitted later for approval.
 4. OSHA Safety Training
 - The Sustainable Workplace Alliance is providing this training on a Federal grant
 - Provider would like to schedule across the state
 - To meet the terms of the grant this training must include
 - Consultants
 - Contractors
 - Need list of District Training Contacts to schedule classes from D5 to assist in scheduling a pilot course.
 - D5 – Sybil Rothwell
 - D5 - Doni Laney
 - Dose not replace the OSHA course (required every 5 years)
 5. CTQP Auto Requalification still pending (soon)
 - 2 test cases processed
 - <http://www.dot.state.fl.us/statematerialsoffice/navigation/documents.shtm>
 - Trying to find another candidate to test system, have Technicians name but cannot find contact information. Get with Mark, Jonathan and Wendy on tracking them down.
 6. Follow up from 10/23/2015 meeting with Director and Providers
 - Construction Bulletin (pending) establishing some Provider polices
 - Possible development of Provider review teams

7. CBT Development
 - Pile Driving (done, pending posting)
 - Drilled Shaft (done, pending posting)
 - Construction Math (updates and corrections to current CBT)
 - Do we need a time limit on the test?
 - Do we need a time out on each question?
 - Plans Reading
 - Proposal Evaluator Training
 - E-signature CBT
 - Asphalt Paving Level 2
8. Follow up from August meeting
 - CTQP providers' meeting – to be scheduled after update to CTQM
 - Ask for agenda items
 - CTT canceling courses
 - CTQP providers' meeting – DCTAs to send possible agenda items
 - CTQP-issue with providers canceling classes
9. Discussions on additional topics
 - CTQP request to Secretary
 - DFS requires that all training fees and travel goes to the Department Secretary
 - Find procedure!!!!
 - How does this work in your district?
 - D1 – every couple of months send a request
 - D2 – will start
 - D3 – send out reminder, month in advance, form with DCE, District Training Manager, District Director of Operations, District Secretary, FDOT Secretary
 - D4 – not in attendance
 - D5 – blanket purchase order, email to DCE, director of Operations
 - D6 – 3 months, send spread sheet with information – send to financial services
 - D7 – not in attendance (does request on sharepoint-goes to Ops Engineer)
 - TP – unknown process
 - New process (pending)
 - Combine as many request as possible into submittal
 - Will provide format for information needed
 - Forward to SCO to funnel to Secretary's office
 - CTQP website – to develop new interface (CTQP 2020)
 - NEED YOU INPUT ON DEVELOPMENT (wish list)
 - Yearly DCTA meeting – February following Construction Conference
10. Next DCTA Teleconference will be December 8, 2015 at 2:00p.m.
 - Should we have a Teleconference before the Yearly meeting in February? NO!