

## Meeting Minutes

FDOT DCTA's Teleconference  
August 25, 2015 from 10:00 a.m. to 11:30 a.m.  
Teleconference Bridge #2  
850-414-4972  
Pin # 490513

### Attendees:

Susan Robeson  
Mark Toigo

Jonathon Upfold  
Shaun Meagher  
Henry Pico

Franck Demorcy  
Debbie Glatz

### Agenda Items:

1. Greetings and introductions (share updates in your district)
  - D2
    - Waiting for budget allocation, sitting on 30 applications
    - Vacant positions – if filled late will not need as much training this FY
    - Vacant positions – may be filled with qualified people and not need training
    - No fluff in budget
  - D3
    - Classes scheduled (Sept – Nov) 50% of money goes to Materials Office
    - Have been sending people to training even before CTQP allocation is made
    - Request numbers to attend CTQP courses may be high
  - D4
    - Are sending just the individuals who are required to have the training to CTQP training
    - Final Estimate is doing a presentation on Blue Beam
    - CPM scheduling Pilot was conducted in D4 and was well received
  - D7
    - Sending people to CTQP classes / must be HRD money
    - District is conducting Earthwork Record Density Training (6 classes) and having consultant coming in for this training
  - D6
    - Blue Beam training coming up Sept 1 (30 people in class)
  - D8
    - Quite here at the Turnpike
    - Having classes (MOT), in TP Headquarters auditorium and not having push back from management.
2. Review of Minutes from last teleconference
  - approved

3. CTQM review and updates
  - Administrative chapters being combined (chapters 1 and 10)
  - All other chapter ready for DCE/DMRE review approval
  - Scheduled to be sent to DCEs/DMREs on 8-28-2015 (2 week review)
  - Joint meeting of the DCEs & DMREs is Sept 16, 2015, vote on approval of CTQM chapter at meeting.
  
4. Budget allotments – still pending
  - Meeting next Tuesday (9-1-2015) Met w/ Director twice in August
  - No allotments go out until all are approved
  
5. OSHA Safety Training
  - The Sustainable Workplace Alliance has obtained a grant to provide training
  - Schedule across the state (hopefully through FDOT)
  - Attendees must include
    - Consultants
    - Contractors
  - Send outlines of training course to DCTAs
  - This training will be available to FDOT also.
  
6. CTQP Auto Requalification still pending (soon). Working on logistic details with Red Vector
  
7. Follow up from July meeting
  - CTQP providers' meeting – to be scheduled in September/October, after update to CTQM
  - CTQP providers' meeting – DCTAs to send possible agenda items
  - CTQP course content – engaging Providers review – still pending – good topic for providers meeting
    - Differences in material taught vendor to vendor -
  - CTQP memos – establish distribution list (remember SMO)
  - CTQP-issue with providers canceling classes
  
8. Discussions on additional topics
  - CPM Scheduling (module 1) – Pushing through Task work order for providing training statewide
  - CPM Scheduling (modules 2 & 3) – Pushing through Task work orders for developing and providing
  - CTQP Asphalt courses – 3 have been updated, pending TRT final review
  - CTQP CBTs - Pile Driving Inspector and Drilled Shaft Inspector CBTs 99% complete
  - TC3 courses available to FDOT for free
  - D6 – Auto Requalification for Top Quartile producers – when will this be complete and how will it affect Budget?
  - D6 – DSI & PDI online by end of FY? Yes
  - Send DCTAs the CA Yearbook

Next Meeting scheduled for Tuesday, October 27, 2015 at 10:00 – 11:30