

## **Minutes**

FDOT DCTA's Teleconference  
April 20, 2016 from 9:00 a.m. to 11:00 a.m.  
Teleconference Bridge #2, 850-414-4972  
Pin # 490513

### **Attendees:**

Lori Spruce  
Mark Toigo  
Henry Pico

Tamii Chapman  
Shawn Meagher  
Debbie Glatz

Susan Robeson  
Darla Hunsicker  
Jennifer Rich

### **Topics:**

1. Greetings and introductions (share updates in your district)
  - D1 – A lot of District training taking place. Earthwork (Density Log) book training. CPM scheduling. \$5,000 left on budget.
  - D2 – Busy! Construction Career Days, ACA awards, AASHTO nominations, and ITPs. D2 HRD funds given to support CTQP to cover budget short fall. Ongoing Vendor relationships and issues.
  - D3 – not in attendance
  - D4 – Busy! FE 2 course, Asphalt Plant 1 class planned, AMSA class planned, and ITPs.
  - D5 – Busy! 88% of budget used, MOT class planned, University of Construction begins in June and ITPs
  - D6 – not in attendance
  - D7 – Will not complete ITPs this year. Career Days, CPM scheduling in June, sponsored Juan's forms update training. Budget will be use completely and will use HRD funds to cover short fall.
  - TP – Sponsored Juan's forms update training, it was very well attended. ITPs to go through Turkey Lake.
  - SMO – not in attendance
  - SCO – CMP Scheduling. Video shorts
2. Review of Minutes from last teleconference
  - Approve last meeting's agenda as minutes.
3. Construction Academy attendee submittal (Darla)
  - Thank you for your submittals
  - Information sheets should provide the information we need
  - 3 submittals pending
  - Will be contacting DCTAs after all submittals are in
4. Construction Academy training locations & hotel locations (Jennifer)
  - Discussed which hotels are being utilized
  - Wait until letter comes out to make reservations

5. Technical Review Team Chairmen's quarterly teleconferences
  - TRT Chairmen had requested to have more meeting (at the 1/19/2016 teleconference)
  - Determined to schedule quarterly meetings (one week prior to Providers' meetings)
  - Meetings scheduled
    - June 21, 2016
    - September 21, 2016
    - December 14, 2016
6. Providers' quarterly teleconferences
  - CTQP Providers requested to have quarterly teleconferences (at the 3/23/2016 teleconference)
  - Meetings scheduled
    - June 28, 2016
    - September 28, 2016
    - December 21, 2016
7. OSHA Safety Training
  - The Sustainable Workplace Alliance (SWA)
  - Districts are to schedule within their district
    - Work with district individually
    - Susan to get contact information out/ get flyer out with course information
    - DCTA are glad to have access to free training.
8. CTQP Auto Requalification still pending (soon)
  - more test cases processed
  - <http://www.dot.state.fl.us/statematerialsoffice/navigation/documents.shtm>
9. CBT Development
  - Construction Math
  - Contract Plans Reading
  - Transcribing Concrete Field Inspector Specification course
  - Discussed FDOT specific issues when using TC3 courses
10. Development of LMS for CTQP
  - Discussed the road to a LMS for CTQP so far
11. Follow up from December's meeting
  - CTQP Providers' meeting
  - CTQP issue with Providers canceling classes
  - Provider review teams for TRTs
12. Discussions on additional topics
  - D1 – paving 1, wrong exam (old version), went to 3 trainees during exam. Have email sent to Red Vector