

DCTA Meeting Minutes

September 29 - 30, 2003

Present: Yvonne Collins, Eddy Wilson, Douglas Townes, Sastry Putcha, Brenda Haygood, Debbie Glatz, Vivi Kavadas, Sandy Greenwood, John Goodknight, Ken Cox, Henry Pico, Max Pearlstein, Terry Jones, Lori Spruce, Morris Scott, Guests: Mr. Tom Driscoll, Turnpike DCE; Mr. Don Keenan, American Consulting Engineers; and Mr. Paul Passe, Professional Services Industries.

OLD BUSINESS

OSHA Training Update: Two meetings in the Tampa area, all CBT programs, National Safety Council has a program, too. Will include some instructor led sessions. Will turn this over the FDOT Safety Office eventually.

ACI Schedule (Cost Comparison): Explanation of fees for CTQP ACI Field Grade 1 course was sent out previously to the districts. Class size will be 12-16 with two instructors and examiners, including one professional engineer. The course is one day of lecture and demonstration and one day for the written and proficiency examinations. The cost includes approximately one day of preparation and an additional day to clean up the equipment for the next session. A detailed breakdown of costs was reviewed. Fees for CMEC courses have been adjusted upward to include the UF 5% overhead.

Tom reported the dissatisfaction with the CTQP fees is due more to the way FDOT is budgeted rather than the actual cost of the CTQP ACI Field Grade 1 course. In the beginning, enough funds were not available for everyone to be trained. Salary costs are already sunk, so even though the comparison of CMEC and CTQP costs is accurate, the salary factor is really not a factor. He also postulated that FDOT might be providing too much training for some technicians. Training and work experience in relation to career path were discussed.

CTQP will work with CMEC to get the ACI person id number communicated with the exam scores for those taking the exam through CMEC.

Three sessions are scheduled now for the remainder of this calendar year. UF is prepared to take this course on the road; Milton in Nov is the first road trip. CTQP will decide to cancel these sessions not less than three weeks prior to the session start date. The schedule is structured to present approximately 75% of the sessions around the state. CTQP will develop a username and password for field training coordinators so they can see rosters (rosters are considered private information and have limited "need to know" access). Henry and Max will audit a CMEC Concrete Field Grade 1 session before the next DCTA meeting.

Discussion of cost effectiveness ensued and DCTAs were polled about their level of support of CTQP presentation of these ACI courses and exams. D3, 4 and 6 initially stated they would prefer not to support CTQP presentation of ACI courses. TP doesn't have anyone to send. D1, 2, 5 and 7 will support these CTQP courses. Be it resolved,

every district will go through CTQP to deal with CMEC course registration. Tom Driscoll will support Douglas in this regard during the next DCE meeting.

FDOT is now an approved sponsor for all ACI courses and exams to be presented only to FDOT employees so as not to compete with CMEC. Industry technicians will not be allowed to attend CTQP presented ACI concrete classes. As part of that application, the department named the University of Florida, CTQP as a manager for the department. Intent was that CTQP would pick up these courses due to department dissatisfaction with CMEC presentation.

Study aids are available from ACI. Copies of the video and computer based training cd are available here at this meeting for review. CTQP will pursue putting it on their website, but outlook is not optimistic.

Lectures for the Lab and Strength courses have not been developed yet. CTQP will use the CMEC course material for these courses. Laboratory space is almost complete which will enable CTQP to present Strength Testing.

CTCI is a different story and generally the impression is that this course needs to be revamped; this group decided not to pursue developing this course. CTQP will prepare to administer the exam soon in Gainesville and in Chipley. Development of a substitute course (and qualification) has only been briefly addressed in Florida.

Prometric Remote Testing Update: Contract has been signed by UF and Prometric signature is expected by late October. A Prometric project manager has been assigned and an implementation schedule will be developed by mid-to-late October. CTQP will put the list of locations on the website.

Verification Testing Update: Going fine in District 2, no negative comments. Brenda will email any further comments to this group within the next few days.

LIMS Training: Turnpike lab are using LIMS; SMO is managing the training. One representative from each materials lab attends training and then will train others in their districts. Others are receiving their own training directly (not Train-the-Trainer).

FDOT Online Registration for CTQP courses: D-1 and D-7 are testing for FDOT folks.

Lori is frustrated because she is not getting copies of letters that field coordinators are getting. CTQP will not send any more communication regarding online registration to the field coordinators without talking first with the DCTAs. Posted new fee structure on the web without notifying DCTAs. Lori expects notice of everything new and significant going up on the web.

Douglas reminded U of F and DCTAs that the official way to register DOT employees is stated in the Construction Training and Qualification Manual. Any changes to this process must be coordinated through the State Construction Training Office.

FDOT revised application will be revisited.

QCM Strikes: “Three strikes” is now in effect, will go into the QCM training course next month when the course is updated.

NEW BUSINESS

MSE Wall Training: Four-hour course has been developed to improve building of walls according to spec. Inspection is a big hole and some people don't even know there is a spec published for this. Procedure was rewritten to include list of material to be included in the course. These two vendors, PSI and American Consulting Engineers of Florida, LLC were chosen. As a group we need to discuss how to pay and schedule this. Can take the money from CTQP funds to pay for this or take from SCO Consultant funding. Inspectors who are inspecting MSE walls will typically be earthwork types. This is awareness training; it is not mandatory. Discussion of schedule followed. Handbook is available on the FDOT Structures website; should add a note informing folks to contact DCTAs to arrange for training. SCO will administer the contract and one company will be prime and will subcontract out to the other company. Proposal will be submitted to SCO by Dec 1, 2003, first class possibly by March 10, 2004, in Tampa. Class size will range from thirty to forty trainees from consultant and FDOT technicians; contractors may go if they want to. Douglas will speak with Bob Burleson about limited seating.

FDOT SCO Customer satisfaction survey: Has each district announced to their district personnel that it's on the web and they are to access it and complete the survey? Consultants and contractors should be notified, as well. Yvonne will email out the numbers of people who have responded to the survey, by district.

Earthwork Interactive Self-Study reviewed. This is much more basic than Pile Driving and Drilled Shaft interactive training. The Earthwork Self-Study needs to be updated with the new CQC specs. DCTAs will let Yvonne know if there are any additions to the earthwork self-study items. May need to get user id so we can charge a fee and recover the development cost. These development costs must be recovered from the rest of the CTQP program since we are not recovering the cost with the exams. As an alternative, we must find a way to charge each user. There was discussion regarding who should be responsible for updates to the remaining self-studies. Douglas is going to get with John to discuss the costs of getting the self-studies on the web. Asphalt Testing is on the web. Paving and Earthwork are almost there. Draft of Final Estimates is on the subcontractor's website; there is much work to finalize this effort. Social security number is not required on self-study applications; this will be rectified

Construction Academy Update: Glitch occurred in that attendees were charged parking when contract says this is complimentary. Lunches for DCTAs were good but expensive. In the future, DCTAs wanting to visit the Academy and eat lunch with the students may do so. Let CTQP staff know at 48 hours in advance so arrangements can be made. DCTAs may be asked to pay the equivalent per diem for the meal. If more than one meal per school is requested, then the DCTA may be asked to pay the full price of the meals. Safety Harbor should be considered as a location next summer. Tradewinds Island Grand Hotel on 45 acres was suggested as a possible location for the next academy. Location will be decided after July and September academy evaluations are reviewed. Destination properties for Construction Academies must employ racially and culturally diverse staff members. Douglas has received word that DCTAs should have official business in order to come to graduation. DCTAs need to let

Douglas know via e-mail their supervisor has approved their attendance at the Academy.

KARRASS training: Human Resources paid for this training in D5. D7 is the only district that needs it.

CPPR: D5, SMO and TP have not had this training yet. D2 is not sure if they've had this training or not. Those that have not had this training will email Yvonne to schedule this training.

CTQP funds: Total amount to be divided between districts is \$433,125. Each district will get a portion of this once the contract is signed.

Availability of Additional Funds: Travel dollars are the same as before. Everyone will know by the end of January if there are any additional funds that can be allocated for travel.

CTQP Staff Issues: Wayne Rilko has a master's degree in CE, he is known in the aggregate field and will be teaching aggregate and asphalt courses. DCTA's would like to meet him.

CTQP vs. Convergence Database: TRESS is going away, so the CTQP data needs to go to Convergence. Yvonne will talk with Bill Bryan and Jim Johnson about this issue. TRESS history doesn't show anything, must go through personnel to get to the data. District DCTA managers each named a TRESS coordinator for their district.

Final Estimate Course Update: Level 1 qualification will be granted to everyone who sends in an application and has passed the FE self-study exam at any time in the past. Final Estimates self-study is obsolete and not available as of 9/1/03. FE 1 qualification is not available yet. Some CA attendees took the FE self-study exam after 9/1; they will be granted the qualification. The only material that has changed from the original self-study to the CBT module is a bit of earthwork. Douglas will rescind his email and allow everyone in the state to take the current self-study exam until the new exam is available. New module and exam may be January or February before completion. It was proposed that the fee for the FE self-study remains \$25 and no qualification fee be assessed until the new exam is ready. When the new exam is implemented, the qualification fee will be assessed. Ananth and Douglas will handle the discussion of fees with the DCEs. This is a standard exam and the fee has been justified. The exam and \$25 fee as of 9/1 will be forwarded to CTQP. DCTAs may manually grade them and relay results. Those attending the CA that took the self-study after 9/1 will be handled as special cases and will not be charged a qualification fee. Changes to Final Estimates Level 2 qualification were reviewed.

Pile Driving Course Update: Still refining material. Both laptop and handheld will be ready by early December for technical walkthrough with CTQP and WES.

Career Days: D4, 5 and 7 are planning this event. We viewed the D4 video on construction career opportunities. D5 has scheduled April for their event. There are no federal dollars available for this. Grant funding is being considered.

Construction Conference: February 10-11, 2004 at the Radisson Hotel, Orlando. The hotel phone number is 407.351.1000 and the nightly rate is \$99. Morris is looking for new or barely used projectors. Limited RAM and embedded geotechnical images caused problems last year; revising the process to include clearing temporary files after the test run and prior to the full presentation. DCTAs need to be more visible so their help is more easily obtained. Two options were presented: DOT orange vests or wearing the same shirt design. Two t-shirts (one for each day) and same color shirts were suggested. DOT may buy these or they may have to be purchased by the individual.

Next teleconference date: December 10, 9-11:30. Yvonne will call or email the number.

Next meeting: February 12 from 8-4.