

PMPC Executive Committee/Concrete Task Group Meeting Minutes

Date: September 21, 2018

Time: 8:30 am-10:00am

Location: 3390 Lanatt Street – Room 1B, Sacramento

Attendees: Amer Bata, Ray Hopkins, Tim Greutert, Tom Ostrom, Keith Hoffman, Kuo-Wei Lee, Blair Anderson, Kirk McDonald, Marcella Wiebke, Ian Sun Chee Fore

1. Old Business

a. Update on previous Action Items

Marcella reviewed with the EC and CTG the Action Items from the June meeting.

- i. Roll out Meeting – need for one down south. Marcella reviewed the list of PMPC members who missed to the meeting to see if there were a large number who were not located local to Sacramento. She found very few names. This opened the discussion regarding meeting locations. The TG and STG have been provided the information that based on the make-up of the Work Product Groups, meetings can occur in locations other than Sacramento. Blair suggested the use of VTCs. The discussion then went to the new members that have been added such as the STG members and Work Product Groups. It was decided to 1. Upload the presentation from the Roll Out meeting. 2. Cover the SOP at an all PMPC meeting. Since there had already been discussion about having an all PMPC meeting in January to celebrate successes, it was decided this would be added to the agenda.
- ii. HMA tour was held at the Granite Construction AC plant. Russell had mentioned at a previous meeting that it was deemed a success. It was suggested that perhaps now that we had designated new members to the PMPC that an additional tour/s be scheduled.
- iii. All the other Action Items have been completed.

2. New Business

a. Status of New Work Products Scoping Documents and Work Product Teams

STGs are working on the scoping documents and developing teams. The EC wants to see scoping documents signed by the TGs by October 16 COB. Marcella will send out reminders on timeframes.

As a reminder, the EC, as outlined in the SOP, want to stress that the Work Product Groups shall be no more than 4 CT staff and 4 Industry members.

b. Review audit of TG, STGs, and Project Teams agenda and meeting notes timeliness

Marcella indicated that the groups have been really good at producing minutes within a week for review and then getting them posted within two weeks of the meeting.

c. Status of any pilot projects - objectives, schedule, reporting responsibilities, documented key outcomes, etc

This is a standard item. Tim asked if this agenda had been reviewed and accepted for future use. Marcella will circulate for comment.

- d. Review Bin List – update of issues the TG and Exec Committee see as potential new projects
Nothing to review at this time.
- e. Status of any Scoping Documents under development or seeking approval
Already discussed.
- f. Open Discussion
 - i. Emerging Issues – These are issues that may need to be addressed quickly. We may want a lighter scoping document to facilitate quick set up of work product group and ultimate quick management of issue.
 - ii. Fly Ash Shortage – Just a topic to keep on the radar of the CTG.
 - iii. Section 90 – Fly Ash. Not a PMPC project but it has an impact on Industry. Tom talked about the SP&I process for including industry in review of proposed changes.
- g. Summarize New Action Items
 - i. Post SOP Rollout Presentation - Marcella.
 - ii. Add Emerging Issues and Open discussion to agenda and circulate for comments - Marcella
 - iii. Relate schedule to TG and STGs regarding Scoping Document - Marcella