

PMPC Executive Committee (EC) Meeting Minutes

Date: July 21, 2022
Time: 10:00 am-12:00 pm
Location: Webex Meeting

Facilitator: Raymond Tritt

Attendees: Cathrina Barros for Tom Pyle, Mina Pezeshpour for Gudmund Setberg, Brandon Milar, Raymond Tritt, Charley Rea, Ian Sun Chee Fore, Jackie Wong for Keith Hoffman

1. Call to Order
2. Action items from 06/2/2022 & 07/07/2022
 - a. SOP Changes
 - i. Decision Document – would be an amendment and added to the SOP, include verbiage of the use of the decision document. Has been included in the revised SOP.
 - ii. SOP Changes – **Action Item:** Ian will work on the latest proposed version and clean up the SOP and post on the internet Still working on – routed to EC for their final review. Once reviewed, will remediate pdf and post to internet. Responses due back to Ian by August 3rd.
3. Urgent Issues
 - a. Getting scoping document approved - Dulce commented in the briefing meeting
 - i. There are a couple scoping documents that took some time
 1. Charley – agree with what Tom
 2. Brandon – probably a communication concerns – verbal discussion in an EC-CTG meeting, should have been discussed in written
 - b. Binder content
 - i. Bring it back to the subtask group - EC is in agreement that have the subtask group have it document and sent back up. EC, at this level, doesn't want to resolve these issues, that's at the subtask group level.
 - ii. Updated SOP covers this process.
 - c. HyRAP
 - i. On July 12th, Senator Leyva tweeted about the use of 100% of HyRAP while touring the MAI HyRAP Hot Mix Asphalt Plant in Colton, Director Tony Tavares stated that this could go through the PMPC. District 11 would like to do a pilot project looking at this material.
 1. In the Office of Asphalt Pavements will continue to get cracking data to get more information
 2. Cathrina will eventually tour the same plant that Senator Leyva did
4. Sponsor Meeting Recap
 - a. Charley – felt that it went well, good interactions. Glad that we covered the challenges – what do we do next time; from the sponsor and steering group it was well received.
 - i. It was nice to have a briefing meeting with the CTG and ATG to get their input
 - b. Cathrina - like the briefing document to use.
 - c. Mina – maybe have an innovation expo to encourage and hear about success of pilot projects and to share new materials, likes Charley's suggestion of having a dashboard for sustainability innovations that Caltrans have/are doing.

- d. Brandon – good discussions and feedback.
 - e. Jackie – more time for brainstorming
 - f. Ray – have the briefing document completed a month prior so that the agenda can be ready a month prior and not be rushed; presentation – continue to push to help the steering committee meet with us instead of the sponsors
 - g. General agreement: Month before the EC Sponsor meeting to have the agenda and briefing document updated
 - i. **Action Item:** Ian to have Kelly help the task groups fill out the briefing document a month prior to Sponsor/Steering Committee meeting that will occur.
5. Open Discussion
- a. Charley - Regarding the earlier discussion about getting scoping documents approved; said the Standard Operating Procedures state that PMPC projects pertain to specification and test method changes. Regarding the discussion about EC involvement in resolving issues, added that EC should, provide resources but not resolve them, since a role of the EC is to keep things moving.
 - b. Charley and Brandon want to tweak the SOP a bit. Issue with continuity of staff changes. Everything should be captured, well document decisions for new participants; question is to explicitly state it in the SOP.
 - c. Brandon – supply shortage; supply disruption in the next couple of years; on the Asphalt side – binder suppliers and modifier binders and their alternatives
 - i. Done it with SCMS
 - ii. Primary cause – polymers – polymers are sensually a petroleum-based product; in general is everything shipping is being refineries are primarily tool to manufacture fuels
 - iii. Jackie - her peers and METs dealing with these shortages and trying to find substitutes and put together like a five year report we've done two of them 2016 2021, a joint effort right so pretty in focus from industry on those supply chains and Caltrans and documenting what are the issues look the look ahead look like, and then what potential alternatives
 - iv. Charley – concrete side – there is some inconsistency in policies as can easily interchange SCMs, but not cements.
 - d. Tim’s discussion with the NCE Gant chart – regular meeting on the input on the Gant chart – start with the ATG/subtask group to be part of the meetings.
6. Next meeting topics to focus on
- a. Put on the August 4th agenda: Review any comments received from the SOP for the August 4th meeting

Next 1-hour EC meeting: August 4, 2022, 9:00am – 10:00 am

Next Meeting: August 18, 2022, 10:00 am – 12:00 pm - Post EC+ATG Quarterly meeting