

PMPC Executive Committee Meeting Minutes

Date: January 10, 2019

Time: 9:30 am-10:30am

Location: Translab Conference, 5900 Folsom Blvd, Sacramento

Facilitator: Sergio Aceves

Attendees: Dan Speer, Tom Ostrom, Ray Hopkins, Charlie Rea, Deepak Maskey

Meeting started with agenda review, and the followings were discussed:

1. All action items from December 20, 2018, are complete except the following items are pending:
 - a. Keith Hoffman will provide SD bin list and include in quarterly reporting status of CTG work products.
 - b. Keith Hoffman will send a proposal for the implementation of ASTM C78 in Lieu of CT 523 to Deepak Maskey.
2. Agenda for Sponsors-SC-EC meeting on 1/17/2019
 - a. EC members reviewed agenda and concurred with few edits pertaining to the time allocation and lead for topics.
3. Format for Work Product (WP) status reporting
 - a. EC members agreed to use updated spreadsheet (word document) for WP status reporting with the following recommendations:
 - i. Include lead Office in "STG" column.
 - ii. Delete "Actual" column.
 - iii. Strike miss date and insert new date below the struck date in "Due Dates" column.
 - iv. Every month ATG and CTG should update spreadsheet based on the information from database. Deepak should quality check especially for deliverable due dates.
4. EC meeting schedules
 - a. EC members agreed to eliminate meetings on first Thursday of the month.
 - b. All agreed to keep EC-only meeting after combined meetings with ATG and CTG, and every meeting should include ATG and CTG Work Product status reports.
5. Open Discussion
 - a. Charley Rea informed that the process on smoothness is appreciated.
 - b. Ray Hopkins informed that smoothness specifications for concrete pavement with disincentives can be implemented to the ongoing projects through change order.
 - c. EC members agreed that if there are any suggestions for changes to the Standard Operating Procedures (SOP) from industry they would come through the EC industry representatives.

- d. Dan Speer appreciated positive comments from industry on web-based prequalification procedures.

7. Action Items

- a. Deepak Maskey will cancel all meetings on first Thursday of the month.
- b. Deepak Maskey will Invite EC only meeting for an hour after combined meetings with ATG and CTG.

Meeting adjourned at 10:30 AM