

PMPC Executive Committee Meeting Minutes

Date: June 20, 2019

Time: 10:00 am-12:00 pm

Location: Room 3402/HQ – Surfliner, 1120 N St, Sacramento

Facilitator: Sergio Aceves

Attendees: Dan Speer, Ray Hopkins, Charley Rea, Brandon Milar, Deepak Maskey

Meeting started with agenda review, and the following items were discussed:

1. Action Items from 5/16/2019 EC meeting:
 - I. All action items complete.
2. Sergio Aceves informed that Industry members other than the EC Industry members are invited in Annual Sponsors + Steering Committee + Executive Committee meeting which is in January of each year.
3. ATG Monthly Status Reports (ALL):
 - I. All work products are on track.
 - II. Statistical Pay Factors
 - a. EC members suggested for any changes made to the NSSP including changes made by FHWA must be communicated through the ATG and should follow the PMPC process.
 - b. EC members suggested to change milestone 2 “Statistical Pay Factor NSSP” to “Draft Statistical Pay Factors NSSP” since STG is making changes to NSSP and add additional milestone “9. Final Statistical Pay Factor NSSP.”
 - c. EC members suggested to change milestone “4. Training and Guidance” to “4. Develop Training and Guidance” since intent of this milestone is to develop training and guidance materials but not giving the training on SPF.
 - d. EC Members recommended that the Work Product Group should not be driven by the scheduled milestones dates rather produce quality of work and if necessary, reschedule the milestone dates.
 - e. EC members suggested first to understand the issues before widespread implementation of NSSP. The piloting of NSSP will provide information for the smooth implementation from the contract administration prospective in California. In general, NSSPs are developed based on the research outputs and other DOT’s work, and it may not be easy to implement in Caltrans projects due to the limited capacity and availability of equipment, test turnaround time, and requirement of special transportation arrangement.
 - f. EC members suggested to have a minimum first 30 contract projects for data collection and data evaluation plans, and a separate group should evaluate SPF data.
 - III. CT 125
 - a. EC members suggested not to bring forward the delivery dates for milestones unless directed by EC.
 - IV. Hamburg Wheel Tack Test for RHMA-G Mixes
 - a. EC members recommended to have a draft report which was sent to the ATG for review.
4. Open Discussion:
 - I. Dan Speer suggested to follow SOP and not to allow substitutes in all group levels with exception for STG. Most of the work conducted in Working Group level through emails or phones, and the work carried out during the meetings may not be significant. Presence of substitutes during meetings may change dynamics of previous work and can create a revolving door which did not work in the past.
 - II. Ray Hopkins made aware that substitutes can influence previously agreed work and chances of derailing the Work Product progress. He also suggested to have Partnering Training for Work Groups.
 - III. Charly Rea suggested it was good to have additional technical input for work groups as needed but not necessary to have substitutes due to loss of continuity.
 - IV. Brandon Milar suggested, the same person should not represent STG and WG levels as to avoid conflict of interest. The issue of substitutes appeared after the Industry members could not participate in WG level due to their other assignments directed by their companies. He will survey

within the Asphalt Concrete Industry pertaining to the substitutes and requested to hold EC decision on substitutes till the survey is complete. He also suggested to setup quorum for meetings.

V. Sergio Aceves suggested to have input form ATG and CTG pertaining to the substitutes.

5. Action Items:

- I. Send comments to Sergio Aceves on draft memos for formally adding a new EC Industry member and response to a request to add an additional Industry member to EC (ALL).
- II. Change memo to a letter for a response to a request to add an additional Industry member to EC (Sergio Aceves).
- III. Make changes to ATG WP Statistical Pay Factors (ATG):
 - a. Change milestone "2. Statistical Pay Factors NSSP" to "2. Draft Statistical Pay Factors NSSP."
 - b. Change milestone "4. Training and Guidance" to "4. Develop Training and Guidance."
 - c. Add milestone "9. Final Statistical Pay Factors NSSP."
- IV. Make separate a new scoping document with separate group to evaluate SPF data (ATG).
- V. Make request to ATG for a report on WP Hamburg Wheel Track Test for RHMA-G Mixes (Deepak Maskey).
- VI. Send formal proposal for partnering training for Work Groups (Ray Hopkins).