

PMPC Executive Committee Meeting Minutes

Date: June 21, 2018

Time: 10:00 am-11:00am

Location: 3390 Lanatt Street

Facilitator: Marcella Wiebke

Attendees: PMPC Executive Committee

Purpose: Share information related to the activities of the PMPC

1. Next steps regarding CTG Work Products

Specific due dates for the next steps were given out at the PMPC Roll Out Meeting.

- a. STG provides prioritized scoping doc topics to TG – Target 7/1
- b. TG submits topics to Exec committee for approval – Target 7/6
- c. EC (Executive Committee) approves scoping doc topics – Target 7/13
- d. STG Chair develops new Scoping Documents based using new template (See SOP) – Target 8/1
- e. EC approves scoping docs - Target 8/15

2. Task/Subtask Group membership

Marcella has received the names for the Industry Concrete Subtask Group lead and members. She will prepare the form for the EC to sign for approval. She is still waiting on final names for the Asphalt Task and Subtask Group members.

3. Calendar Review

Marcella has just received the final calendar from the CTG. She will post them.

The discussion then moved to the inclusion of John Cooper for AGC to the EC committee. While AGC is not listed in the charter, its members do participate in the TG and STGs. It was decided to invite him to the EC meetings but to not change the charter at this time.

The next major meeting is on July 19, 2018. This meeting, per the charter is for the Sponsors, Steering Committee and Executive Committee. It was decided to hold this meeting and then an additional meeting that Steve Takigawa has requested for all PMPC participants. The Steering Committee has requested that the next two years of meetings be put on their calendars.

4. PMPC Rollout Meeting Recap

There wasn't much additional discussion regarding this meeting.

5. SOP Comments

Russell received comments from Industry members of the PMPC. Russell and Charley will go over the comments and come back to the committee. Russell offered to have Brandon provide feedback on the pilot project section of the SOP.

6. Open Discussion

There was a discussion regarding the Joint Training. The current contract is coming due. There needs to be a plan for moving forward.

7. Action Items

Set 2019 PMPC Calendar and send out meeting invites for the Steering Committee – Marcella

Post final Calendars – Marcella

Correct the membership forms and send out for signatures – Marcella

Develop model for moving forward with Joint Training - Dan