WAQTC EXECUTIVE BOARD
2025 SUMMER MEETING MINUTES

MEETING CALLED BY: MIKE SAN ANGELO, CHAIR **RECORDER:** DESNA BERGOLD, COORDINATOR	**DATE:** FRIDAY, AUGUST 22, 2025 **TIME:** 10:00AM – 12:00PM MDT **LOCATION:** GOOGLE.MEET
ATTENDEES: MIKE SAN ANGELO, AKDOT & PF, CHAIR CRAIG WIEDEN, CDOT, VICE CHAIR L. SCOTT NUSSBAUM, TREASURER, UDOT BRENT CONNER, ADOT MICHAEL VOTH, CFLHD CHAD CLAWSON, ITD PAUL BUSHNELL, MDT AMY BEISE , NDDOT	LARRY ILG, ODOT GARRET WEBSTER, WSDOT MISTY MINER, MDT, QAC CHAIR GILBERT ARREDONDO, UDOT, QAC VICE CHAIR DESNA BERGOLD, D B CONSULTING, COORDINATOR LORI COPELAND, D B CONSULTING

Agenda Items / Objectives:

1. Welcome
2. Pooled fund contributions and concerns
   a. Reciprocity
   b. Use of published training materials, exams, and updates.
   c. Kryterion access
   d. Committee participation
   e. Sponsored travel
3. Third Party Exam Delivery – meeting in September – request an agenda from Kryterion – prepare an agenda for WAQTC talking points.
4. Website
5. Logo
6. 2026 QAC Winter and Summer Meeting locations – Misty for QAC
7. New Business

Topic	Discussion / *Decision*	Action Required By
Welcome	Mike San Angelo, AKDOT and WAQTC Executive Board Chair, welcomed participants to the virtual 2025 Summer Meeting part two.	

Other items

Pooled Fund	*Pooled fund contributions and concerns* L. Scott Nussbaum, UDOT and Executive Board Treasurer, reported that multiple pooled funds remain active. The current pooled fund, established for 2021–2025, is nearing conclusion. The balance from this fund will be transferred into the next phase, which has been approved by FHWA. Scott informed the board that the active contract with D B Consulting & Associates, which expires August 31, has received approval for an extension until December 31st of this year. Scott presented figures for the current pooled fund. For the new pooled fund, the member state contribution will be $40,000 per member state for the four year commitment, which is $10,000 per year. States current with contributions are Alaska, Colorado, Idaho, Utah, and Washington. Scott reported that Oregon is unable to contribute this year. Micheal Voth, CFLHD, also informed the board that Western Federal Lands is unable to contribute this year. Having funds available at the right time can be challenging. Mike San Angelo said that AKDOT had fallen behind before and then caught up. He said he looked for a process in the WAQTC organization documents but could not find one. He suggested that the board develop a formal process for addressing members who fall behind on contributions. <u>Board discussion:</u> The board discussed how to handle lapses fairly. Scott noted that in other pooled funds, members who are not current with their contributions lose access to paid travel. Our decision should also address access to exam services such as Kryterion. Scott, Mike, and Chad Clawson, ITD, emphasized that WAQTC does not want to take such a restrictive approach. Larry asked about voting rights if a state is not contributing. Mike San Angelo suggested that a non-contributing member would not vote on whether their state continues as a full member,	

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	but if the board votes to retain a state's membership they would retain voting rights. Chad asked about the length of past instances where states missed payments and whether they caught up. Scott confirmed that most states eventually caught up. The longest lapse was two years. Chad questioned whether a loss of contributions would jeopardize the federal approval of the pooled fund or simply affect the operating budget. Mike Voth indicated that he believes it would primarily impact the operating budget rather than the federal approval, but he would confirm this with his pooled fund contact. Scott made a motion to allow Western Federal Lands and Oregon to participate as full members for the current year, with a reevaluation of their participation based on future funding. Craig Wieden, CDOT and Executive Board Vice Chair seconded the motion. The motion passed unanimously. Mike San Angelo asked Desna Bergold, D B Consulting, to draft a simple paragraph addressing a course of action when an agency is unable to make their contribution. She was asked to send the draft to the board for review. Upon approval the paragraph will be inserted into the *TTQP Operational Agreement* in the Expenses, Funding and Responsibilities section. The statement will cover notification, timing, and board responsibilities. *Desna Bergold will draft statement for the Operations Agreement and send to the Executive Board for review.*	DESNA BERGOLD
THIRD-PARTY EXAM DELIVERY	*Third-party Exam Delivery* Desna reminded the board that Kryterion has requested a Quarterly Business review meeting for some time in September. Dan Gettman, AKDOT, Scott, Chad, Garrett Webster, WSDOT, and Kevin Burns, WSDOT, have requested to attend the meeting. <u>Board Discussion</u> Scott suggested preparing a list of concerns and talking points for the meeting. Desna will request an agenda from Kryterion and compile WAQTC concerns.	

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	Craig mentioned the initial approval for state specific exams. The board reaffirmed approval for state-specific exam delivery through Kryterion under the current WAQTC contract. Craig raised a concern that Kryterion may tie billing to number of exams. Desna stated that the current contract does not have that limitation. Craig requested Desna resend a poll for September dates as commitments have changed. *Desna Bergold will gather talking points and resend poll for meeting date.*	DESNA BERGOLD
WEBSITE	*WAQTC.org* Desna presented the updated WAQTC website and requested that suggestions and recommendations be submitted to her. Mike San Angelo recommended adding a history section to the website. Misty Miner, MDOT and QAC Chair, said that the QAC has recommended including WAQTC achievements. Desna confirmed this is on her schedule following training material update completion. *Desna will draft history and achievements update for Website.*	DESNA BERGOLD
LOGO	Desna shared the new logo and banners. Scott suggested placing all logos, including the banner and optional designs, in the shared drive under administration for easy access for presentations and official correspondence. Misty shared an example of the logo on the MDT training site. *Desna will place the files in the shared drive.*	DESNA BERGOLD
2026 QAC MEETING LOCATIONS	*2026 QAC Winter and Summer Meeting Locations* The QAC proposed locations for the upcoming 2026 QAC Meetings. Misty noted that the QAC has not been to Reno since 2022 and this location is generally a cost-effective option. As alternatives, the QAC proposed Tempe, Arizona, or Farmington, Utah, for the QAC 2026 Winter Meeting for board approval. Mike San Angelo expressed support for Farmington, Utah. Misty raised the concern that it would be ski season, and it may be difficult to meet GSA rates. Scott recommended the board	

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	approve the greater Salt Lake City area as the meeting location. The board agreed. Misty listed the QAC recommendations for the 2026 Summer Meeting: Seattle, Washington; Denver, Colorado; and Bend, Oregon. Garrett Webster WSDOT raised a concern about Seattle hosting the World Cup during that time. Mike San Angelo agreed and recommended moving on to Denver, Colorado if needed. The Board approved the following locations for each meeting. 2026 Winter Meeting to be held January 26th through the 30th. • Farmington, UT 2026 Summer Meeting to be held July 13th through the 17th. • Seattle, WA *Misty Miner and Gilbert Arredondo UDOT* QAC Vice Chair *will work with Desna Bergold to arrange 2026 QAC Meeting accommodations.*	MISTY MINER GILBERT ARREDONDO DESNA BERGOLD
	Brent Conner, ADOT, shared that Arizona has contributed to the pooled fund through 2025 but will likely not participate moving forward due to lack of industry support in Arizona. *Mike suggested revisiting next funding cycle.*	
MEETING ADJOURNED	Mike San Angelo asked for new business. There was none. Craig moved to adjourn, Scott seconded. Motion passed unanimously.	