

2026 WAQTC QAC WINTER MEETING MINUTES

CHAIR: MISTY MINER, MDT
COORDINATOR: DESNA BERGOLD, D B CONSULTING

DATE: JAN 26TH THROUGH THE 31ST, 2026

TIME: 1:00 TO 5:00 PM MON, 8:00 AM TO 5:00 PM
TUES. THRU THUR., 8:00 AM TO 12:00 NOON
FRI

LOCATION: HYATT PLACE, FARMINGTON UTAH

ATTENDEES:

MISTY MINER, MDT, CHAIR
GILBERT ARREDONDO, UDOT, VICE CHAIR
DAN GETTMAN, AKDOT & PF
MADELINE ENRIGHT, CDOT
ISABELLE PANOS, ITD
SHARON TAYLOR, NDDOT

ADAM ROSE, ODOT
MARK WILLOUGHBY, WSDOT
DESNA BERGOLD, D B CONSULTING
LORI COPELAND, D B CONSULTING

ABSENT:

MIKE WAGNER, RE:SOURCE
ERIC WILSON, FHWA
BRENT CONNER, ADOT

MEETING ITEMS:

1. Welcome
Proposed revisions to AASHTO Standards
2. Revisions to Aggregate AASHTO Test Methods
 - a. R 90, Sampling Aggregate Products
 - b. R 76, Reduction
 - c. T 255, Moisture Content of Aggregate
 - i. Define constant mass – 2025 COMP
 - d. T 11, Washing
 - i. Status of Oven and Thermometer proposal – 2025 COMP
 - ii. AASHTO trying to combine T 27 and T 11 – Misty
 - e. T 27, Sieve Analysis
 - i. Status of Oven and Thermometer proposal – 2025 COMP
 - ii. AASHTO trying to combine T 27 and T 11
 - f. T 335, Fractured Particles
 - g. T 176, Sand Equivalent
3. Revisions to Asphalt AASHTO Test Methods
 - a. R 97, Sampling Asphalt Mixtures
 - b. R 47, Reducing Asphalt Mixtures
 - c. T 329, Moisture Content
 - d. T 308, Asphalt Content
 - i. Non-WAQTC Fall ballot items
 - e. T 209, G_{mm}
 - f. T 166, G_{mb}
 - g. R 66, Sampling Asphalt Material
 - h. T 30, Sieve Analysis
 - i. T 312, Gyratory
 - j. R 35, Superpave Volumetric Design
4. Revisions to Concrete AASHTO Test Methods
 - a. R 60, Sampling Concrete
 - b. T 309, Temperature

- c. T 119, Slump
 - i. Mold stability – Summer meeting edits. Misty/Dan/Adam
- d. T 121, Density
- e. T 152, Air Content
 - i. Vibe – tap the outside – Misty
- f. R 100, Test Specimens
 - i. 1 in. slump consolidation – 2025 COMP
 - ii. Number of rodding beams – 2025 COMP
- 5. Revisions to Embankment/Base and In-Place Density Test Methods
 - a. T 265, Moisture Content of Soil
 - b. T 99, Moisture/Density Relations
 - c. T 180, Moisture/Density Relations
 - d. R 75, Developing Soil Moisture-Density Relations
 - i. The new name is too similar to T 99 and T 180 – Report on 2025 proposal
 - ii. Intermediate Curves – Report on 2025 proposal
 - e. T 272, One-Point Method
 - f. T 85, G_{sb}
 - i. Status of Oven and Thermometer proposal – 2025 COMP
 - ii. No. 8 sieve or T 84
 - iii. T 255/T 265 reference – Misty
 - g. T 310, In-place Density and Moisture Content of Soil-Aggregate
 - i. Pulling on the gauge handle after positioning – Adam
 - h. T 355 In-place Density of Asphalt
 - i. Pulling on the gauge handle after positioning – Adam
- 6. Revisions to Self-consolidating Concrete Test Methods
 - a. T 347/T 351, Slump Flow and VSI
 - i. Index Increments – 2025 COMP
 - b. T 345, J-Ring
 - i. Note 2 should not be a note – 2025 COMP
- 7. Other AASHTO:
 - a. PP 97, Constant Mass – TS sent to full standard, not balloted
 - b. R 18, Ballot items
 - c. R 39, Making and Curing Concrete Test Specimens in the Laboratory – Misty Miner
 - i. On
 - d. R 127, Time Evaluation for Mechanical Shakers
 - e. T 84, Specific Gravity and Absorption of Fine Aggregate
 - i. Status of Oven and T 255 proposal – 2025 COMP
 - f. T 89, Determining the Liquid Limit of Soils
 - i. Proposed revision drafted. Misty/Desna.
 - ii. Oven and thermometer removal. (Winter 2025) (1/15)
 - g. T 90, Determining the Plastic Limit and Plasticity Index of Soils
 - i. Negative vote on TS Ballot from ITD
 - h. T 134, Moisture–Density Relations of Soil–Cement Mixtures
 - i. Same revisions as T 99 and T 180 – COMP 2025
- 8. TS voting members that are not Board Members – Desna
- 9. WAQTC FOPs
 - a. R 60, Sampling Freshly Mixed Concrete, Champion Misty
 - b. R 64, Grout Cubes
 - i. Draft for FOP Library – Dan/Mark (1/16)
 - ii. Assign Champion
 - iii. Performance exam checklist?
 - c. R 79, Vacuum Drying Compacted Asphalt Specimens, Champion Misty
 - d. T 84, Specific Gravity and Absorption of Fine Aggregate, Champion Isabelle
 - i. Verify matching AASHTO revisions – Oven/Thermometer
 - e. T 89 Liquid Limit, Champion Dan (1/15/26)
 - i. Verify matching AASHTO revisions – Oven/Thermometer

- f. T 90, Plastic Limit and Plasticity Index, Champion Dan
 - i. Verify matching AASHTO revisions – Oven/Thermometer
- g. T 217, Speedy Moisture in Soils, Champion Sharon
- h. T 304, Uncompacted Void Content of Fine Aggregate, Champion Mark
- i. T 331, G_{mb} Using Automatic Vacuum Sealing Method, Champion Mark
- j. TM 14, Asphalt Mixture Laboratory Prepared Test Specimen, Champion Adam
- k. TM 15, Dry Density of Granular Soil and Soil/Aggregate, Champion Mark
- l. TM 16, Flat and Elongated Particles in Coarse Aggregate, Champion Adam
- m. TM 17, Determination of Theoretical Maximum Dry Density, Champion Mark
 - i. Eric champion (2025 winter meeting note)?
 - ii. Archive? – Eric

10. Training Materials

- a. New embankment exam questions (10/25)
 - i. Review before Summer meeting
- b. Question Bank
 - i. Location
- c. ACI Aggregate Base Certification – Adam
- d. T 310 and T 355 issues – Adam
- e. T 85 Step 7 – dry according to T 255 (remove T 265) – Misty
- f. Terminology and Style Guide
- g. ADA training materials
- h. Performance exam checklists for entire module – is anyone using them?
- i. Review Background on Measurements and Calculations
- j. Name changes

11. Style Guide

12. Third Party Exam Delivery

- a. Report from Sept. 2025 meeting
- b. State specific Kryterion exams

13. Administration Manual /RPIH Revisions

14. Strategic Plan

- a. Action Items
- b. Suggestions for the Board

15. Website

- a. Map links cannot be opened in new webpage

16. 2025 Outstanding Action Items – Summer meeting

17. Additional Items

- a. T 27/T 11 and T 30 harmonization – Update
- b. What I thought I knew – Lori

18. 2026 Summer Meeting

19. Other

Page 4		
Topic	Discussion / <i>Decision</i>	Action Required By:
WELCOME	Misty Miner, MDT and Qualification Advisory Committee (QAC) Chair, welcomed the committee members to Farmington. Misty reminded the committee that the Winter Meeting covers AASHTO standard proposed revisions and FOP Library documents. Training materials revisions will be saved for the Summer Meeting agenda. Misty asked each member for an update. Adam Rose, ODOT, updated the committee on his position and ODOT's funding. Potential changes may be coming by the end of March. He said the training is going well and asked the committee some questions on reciprocity. Sharon Taylor, NDDOT, said the funding for WAQTC is being supported. NDDOT's training season has started. She is uncertain on the timeline for full WAQTC implementation, NDDOT uses many agency specific methods instead of the AASHTO methods that WAQTC's certification is based on. WAQTC Field Operating Procedures (FOP's) are referred to as guides and for information. She also said that NDDOT doesn't own nuclear density gauges. They ran a pilot program using the EGauge, an electronic density gauge, and decided the results were not favorable. They will be running a pilot program using the Light Weight Deflectometer (LWD). Desna Bergold, D B Consulting and WAQTC Coordinator, said that things have been going well and she is happy with bringing Lori Copeland, also with D B Consulting, on board. Lori Copeland, D B Consulting, said she is grateful for the opportunity to work for D B Consulting and is learning a great deal in her role. Lori is looking forward to continuing to contribute to WAQTC in her new position. Madeline Enright, CDOT, said that CDOT is beginning to implement Kryterion delivery of the written exams. WAQTC and the state specific questions together. Desna asked Madeline to let her and Lori know if there is anything they can do to help. Mark Willoughby, WSDOT, said WSDOT is considering getting rid of nuclear density gauges for acceptance of asphalt and going to cores. The funding for WAQTC is uncertain due to DOT considerations. Because of the funding issues, there is more scrutiny on funding and out of state travel.	

Page 5		
Topic	Discussion / <i>Decision</i>	Action Required By:

	Mark said WSDOT is also going to implement agency specific written exams through Kryterion, they are currently developing questions that will work electronically. Isabelle Panos, ITD, is excited to learn about the focus of the Winter Meeting and what it will entail. She is still deciphering a few things such as requests for reciprocity and issues with third party written exam delivery. Misty said that MDT has experienced high supervisor turnover and a revolving door of technicians. There is a large knowledge gap because there is no experience. Current monthly hiring is driving a constant cycle of training and certifications. There is no down time. MDT has very few consultant-run projects so there are few consultant testers and inspectors. Misty mostly certifies internal DOT technicians and those from other states that don't provide training. Gilbert Arredondo, UDOT, said that UDOT's certification season is January to November. The two positions directly above Gilbert's are vacant, which is causing some issues. UDOT is starting interviews to replace Scott Nussbaum, UDOT's former Executive Board representative and WAQTC Treasurer. After Scott's position is filled, they will hire Gilbert's direct supervisor. With all the new hires last year Gilbert's team implemented a new schedule that is working well. UDOT is expecting increased funding in advance of the upcoming 2034 Olympics. Dan Gettman, AKDOT & PF, said that they are experiencing some funding concerns. The process for travel approval has become more cumbersome. Dan said that this is his 11th year as a member of the QAC. AKDOT & PF has been using Kryterion for one year, he believes it has gone well. <i>Discussion only.</i>	
--	--	--

PROPOSED REVISION TO AASHTO STANDARDS

AASHTO AGGREGATE STANDARDS

R 90	<i>R 90, Sampling Aggregate Products – TS 1c</i> No revisions were proposed before the meeting. <u>Discussion item</u> Gilbert proposed revising the FOP in the training materials to match AASHTO R 90 and the FOP for AASHTO R 97. In the	
------	---	--

Page 6		
Topic	Discussion / <i>Decision</i>	Action Required By:
	FOP ‘Stockpiles Method A – Loader Sampling,’ the loader should enter the stockpile one foot above ground level instead of the current 6 inches. The committee agreed. <i>D B Consulting will draft these proposed revisions to the FOP for the Summer Meeting.</i> <i>No proposed revisions to the AASHTO practice.</i>	D B CONSULTING
R 76	<i>R 76, Reducing Samples of Aggregate to Testing Size – TS 1c</i> No revisions were proposed before the meeting. <u>Discussion item</u> Gilbert asked how training was going now that the FOP includes the Quartermaster splitter. He said that UDOT doesn’t have many and they don’t use them, so they do an Oral Performance Exam for this method. Not many of the other agencies have one. <i>No proposed revisions to the AASHTO practice.</i>	
T 255	<i>T 255, Total Evaporable Moisture Content for Aggregates – TS 1c</i> No revisions were proposed before the meeting. During the 2025 Executive Board Spring Meeting the board determined that AASHTO T 255 does not include a definition for constant mass, nor does it include all the components as defined by PP 97, Determining Constant Mass. Because T 255 has multiple methods of drying at multiple temperatures, it does not define the time interval that is necessary to reach constant mass. <u>Revision discussion</u> Misty proposed removing ‘thoroughly dry’ and changing the initial reference to ‘reached constant mass’ as that would define the action. Desna suggested adding a reference to PP 97 in Section 7.4 as that would incorporate the time and heating parameters. The committee agreed. <u>Revision proposal</u> • Add PP 97, Determining Constant Mass to Section 2, Referenced Documents • In Step 7.4, change ‘is thoroughly dry’ to ‘has reached constant mass.’	

Page 7		
Topic	Discussion / Decision	Action Required By:
	At the end of Step 7.4 add, 'For information on determining length of time for further heating to determine constant mass, see PP 97.' <i>Proposed revisions will be presented to the Executive Board.</i>	MISTY MINER
T 11	<i>T 11, Materials Finer Than 75-μm (No. 200) Sieve in Mineral Aggregates by Washing – TS 1c</i> No revisions were proposed before the meeting. <u>Report on 2025 revision proposal</u> - Remove Section 5.5, the oven is included in T 255 - Remove Note 1, the thermometer used to monitor the oven temperature should also be removed These revisions were approved on COMP ballot and should be published in 2026. <u>Discussion item</u> During the AASHTO COMP Midyear Meeting there was a discussion about removing the oven and thermometer from Section 5.5 in T 11. Some attendees wanted there to be some mention of the oven in the apparatus. TS 1c Chair Matt Beeson asked for a task force to propose language for the oven and thermometer in the similar aggregate standards. Larry Ilg, ODOT and WAQTC Executive Board member, volunteered. Adam asked for clarification on why the oven was removed. Desna explained that if T 255 were to be revised there could potentially be a conflict. Misty invited Larry Ilg, ODOT, to discuss the task force with the committee. Larry joined the virtual meeting and shared that he is leading a Task Force to propose standardized language for the oven reference in the TS 1c aggregate procedures. Larry asked the QAC if they had time during this Winter Meeting to draft a list of aggregate standards that might be affected and propose language that might meet the requirements of the Task Force. The committee drafted a statement to send to Larry: 'Oven—An oven conforming to the requirements of T 255.' Misty asked D B Consulting to add a list of aggregate standards in TS 1c that have ovens to the proposed language and email them to Larry.	

Page 8		
Topic	Discussion / Decision	Action Required By:
	<i>D B Consulting will develop a list of TS 1c standards that have an oven.</i> <i>No new proposed revisions to the AASHTO practice.</i>	D B CONSULTING
T 27	<i>T 27, Sieve Analysis of Fine and Coarse Aggregates – TS 1c</i> No revisions were proposed before the meeting. <u>Report on 2025 revision proposal</u> • Remove Section 5.4, the oven is included in T 255 • Remove Note 3, the thermometer used to monitor the oven temperature should also be removed These revisions were approved on COMP ballot and should be published in 2026. <u>Discussion item</u> Misty shared a working copy of the combined AASHTO T 27/T 30 standard for the committee to review. The standard proposes separating ‘Mined Aggregate’ and ‘Modified Aggregate’. The Mined Aggregate separation would allow Methods A, B, or C as the FOP for AASHTO T 27/T 11 currently allows. The Modified Aggregate would reference only Method A. Misty asked D B Consulting to track the progress of AASHTO T 27/T 30. Misty pointed out the balloted changes to T 27 include a revision to the allowable loss after sieving (check sum) value. The check sum will be changed to 0.2 percent. This harmonizes with ASTM and T 30. Dan asked the committee if they saw the maximum check sum allowance of 0.24 percent as a concern. He thinks it may be difficult to meet. The committee does not think it will be. Larry shared that he would lead a task force for sieve overloading, addressing a concern brought forward at the same Midyear Meeting. It is possible there is a conflict with the table in A1.4 and the calculation in A1.3.3.1. The concern included a reference to the band around the outside edge of the sieve as non-sieving surface. Misty asked D B Consulting to draft the AASHTO published changes in the FOP and distribute to the QAC for review before the Summer Meeting. <i>D B Consulting will draft revisions to the FOP to match the approved AASHTO revisions and distribute.</i>	D B CONSULTING

Page 9		
Topic	Discussion / Decision	Action Required By:

	<i>No new proposed revisions to the AASHTO method.</i>	
T 335	<i>T 335, Determining the Percentage of Fracture in Coarse Aggregate – TS 1c</i> No revisions were proposed before the meeting. <i>No proposed revisions to the AASHTO method.</i>	
T 176	<i>T 176, Plastic Fines in Graded Aggregates and Soils by Use of the Sand Equivalent Test – TS 1a</i> No revisions were proposed before the meeting. <i>No proposed revisions to the AASHTO method.</i>	

AASHTO ASPHALT STANDARDS

R 97	<i>R 97, Sampling Asphalt Mixtures – TS 2c</i> No revisions were proposed before the meeting. <u>Discussion item</u> Misty pointed out that the FOP for AASHTO R 97 does not match the FOP for AASHTO R 90 in the number of increments obtained for Stockpiles Method A – Loader Sampling, currently three and four respectively. The committee discussed and agreed that making them consistent would aid technicians using the methods. She thinks that they should both be four increments, <i>D B Consulting will draft these proposed revisions for the Summer Meeting.</i> <i>No proposed revisions to the AASHTO practice.</i>	D B CONSULTING
R 47	<i>R 47, Reducing Samples of Asphalt Mixtures to Testing Size – TS 2c</i> No revisions were proposed before the meeting. <i>No proposed revisions to the AASHTO practice.</i>	
T 329	<i>T 329, Moisture Content of Asphalt Mixtures by Oven Method – TS 2c</i> No revisions were proposed before the meeting. <i>No new proposed revisions to the AASHTO method.</i>	
T 308	<i>T 308, Determining the Asphalt Binder Content of Asphalt Mixtures by the Ignition Method – TS 2c</i>	

Page 10		
Topic	Discussion / <i>Decision</i>	Action Required By:
	No revisions were proposed before the meeting. <u>Discussion item</u> Lori shared that there were Fall Ballot items for this method, one to modify the internal balance requirements and one to modify the annex for determining correction factor specimen batch weights to conform to the Asphalt Institute's requirements. During the Midyear Meeting there was a lengthy discussion on the correction factor batch weights, the proposed revisions were controversial. The TS 2c chair decided not to incorporate it at this time. The internal balance revision, removing 'accurate to 0.1 g' and adding a reference to M 231. Mark presented a concern that AASHTO interchanges sample baskets and sample basket assembly incorrectly. The committee reviewed and determined that AASHTO is correct. <i>No proposed revisions to the AASHTO method.</i>	
T 209	<i>T 209, Theoretical Maximum Specific Gravity (G_{mm}) and Density of Asphalt Mixtures – TS 2c</i> No revisions were proposed before the meeting. <u>Discussion item</u> Gilbert asked if the standard addresses the AutoRice Controller from Instrotek. The committee reviewed T 209 and determined it does not fully address the AutoRice Controller at this time. <i>No proposed revisions to the AASHTO method.</i>	
T 166	<i>T 166, Bulk Specific Gravity (G_{mb}) of Compacted Asphalt Mixtures Using Saturated Surface-Dry Specimens – TS 2c</i> No revisions were proposed before the meeting. <u>Report on 2023 revision proposal</u> • Break paragraphs with multiple steps into individual steps Desna shared that the proposed revisions were balloted before but not incorporated. They will be re-balloted concurrently on the Fall Ballot. Misty asked that D B Consulting verify this gets re-balloted and make sure the board is aware for tracking purposes. <i>D B Consulting will verify that the 2023 proposed revision is balloted.</i>	D B CONSULTING

Page 11		
Topic	Discussion / Decision	Action Required By:
	<i>No new proposed revisions to the AASHTO method.</i>	
R 66	<i>R 66, Sampling Asphalt Materials – TS 2a</i> No revisions were proposed before the meeting. <i>No proposed revisions to the AASHTO practice.</i>	
T 30	<i>T 30, Mechanical Analysis of Extracted Aggregate – TS 2c</i> No revisions were proposed before the meeting. <u>Discussion item</u> Misty shared a working copy of the combined AASHTO T 27/T 30 standard for the committee to review. The standard is proposed to separate ‘Mined Aggregate’ and ‘Modified Aggregate’. The Mined Aggregate section would allow method A, B, or C as the FOP for AASHTO T 27 currently allows. The Modified Aggregate section would reference Method A. Misty asked D B Consulting to track the progress of AASHTO T 27/T 30 as well as add the topic to the Summer Meeting Agenda. <i>D B Consulting will track the progress of the AASHTO T 27 and T 30 harmonization effort.</i> <i>No proposed revisions to the AASHTO method.</i>	D B CONSULTING
T 312	<i>T 312, Asphalt Mixture Specimens by Means of the Superpave Gyratory Compactor – TS 2d</i> No revisions were proposed before the meeting. <u>Discussion item</u> Lori pointed out that there are balloted changes that were not proposed by WAQTC. A reference to <i>R 121, Long-Term Conditioning of Asphalt Mixtures</i> was added in Section 3.3 and Note 6. Misty reminded the states that are using T 312 to review it for possible revisions to the FOP. Misty indicated that TS 2d is considering harmonization of T 312 and ASTM D6925. She suggests that everyone be on the lookout for upcoming harmonization revisions. <i>QAC members will review AASHTO T 312 for possible revisions to the FOP.</i> <i>D B Consulting will report on drafted revisions in the library during the Summer Meeting.</i>	QAC MEMBERS D B CONSULTING

Page 12		
Topic	Discussion / Decision	Action Required By:
	<i>No proposed revisions to the AASHTO method.</i>	
R 35	<i>R 35, Superpave Volumetric Design for Asphalt Mixtures – TS 2d</i> No revisions were proposed before the meeting. <i>No proposed revisions to the AASHTO practice.</i>	

AASHTO CONCRETE TEST METHODS

R 60	<i>R 60, Sampling Freshly Mixed Concrete – TS 3b</i> No revisions were proposed before the meeting. <i>No proposed revisions to the AASHTO practice.</i>	
T 309	<i>T 309, Temperature of Freshly Mixed Hydraulic Cement Concrete – TS 3b</i> No revisions were proposed before the meeting. <i>No new proposed revisions to the AASHTO method.</i>	
T 119	<i>T 119, Slump of Hydraulic Cement Concrete – TS 3b</i> No revisions were proposed before the meeting. During the 2025 Summer Meeting, the committee reviewed the AASHTO standard and found that T 119 doesn't really address not allowing the mold to shift during filling, strike-off, and cleaning around the mold. <u>Revision discussion</u> Adam said ODOT has encountered technicians in the field performing the slump test on the tailgate of a pickup. The committee discussed that this is not the intent of the procedure. The committee reviewed the standard and decided that as the procedure addresses a base plate revising the language to clarify 'stabilizing' the base in the procedure would address Adam's concerns. Gilbert proposed breaking up Section 7.1. Placing the base or base plate should be its own step. Desna pointed out that in the 'Apparatus' section it refers to a clamping base plate 'instead of the one illustrated'. There is not one illustrated. The committee decided to remove the statement. <u>Revision proposal</u> • Step 5.1. <i>Mold</i>, remove 'instead of the one shown,' there is no base plate shown in the figure.	

Page 13		
Topic	Discussion / Decision	Action Required By:
	- Step 7.1, add (in red), ‘Dampen the inside of the mold and nonabsorbent base or base plate.’ - Create a new Step 7.2 with the remaining portion of 7.1 and change to read, ‘Place the base or base plate on a stable, rigid, surface that is level and firm.’ Misty asked Adam to work with D B Consulting to review the FOP for AASHTO T 119 before the Summer Meeting and propose revisions to include the base plate, securing the mold, and releasing the base plate. <i>Adam and D B Consulting will review the FOP for AASHTO T 119 for possible revisions</i> <i>Proposed revisions will be presented to the Executive Board.</i>	ADAM ROSE D B CONSULTING MISTY MINER
T 121	<i>T 121, Density (Unit Weight), Yield, and Air Content (Gravimetric) of Concrete – TS 3b</i> <u>Discussion item</u> Misty pointed out that AASHTO T 152 and T 121 differ when consolidating by vibration. The committee reviewed both methods. T 121 in the Procedure for Internal Vibration, Section 7.7, does not include a step to tap around the perimeter of the measure after each layer. T 152 does include the step. The committee agreed that the procedures should match. <u>Revision proposal</u> Add Step 7.7.2.6, ‘After each layer is vibrated, tap around the perimeter of the measure smartly 10 to 15 times with the mallet using such force so as to close any voids left by the vibrator and to release any large bubbles of air that may have been trapped.’ <i>Proposed revisions will be presented to the Executive Board.</i>	MISTY MINER
T 152	<i>T 152, Air Content of Freshly Mixed Concrete by the Pressure Method – TS 3b</i> No revisions were proposed before the meeting. <i>No proposed revisions to the AASHTO method.</i>	
R 100	<i>R 100, Making and Curing Concrete Test Specimens in the Field – TS 3b</i> No revisions were proposed before the meeting.	

Page 14		
Topic	Discussion / <i>Decision</i>	Action Required By:

	<u>Report on 2025 revision proposal</u> • Table 3, remove the ‘equal to’ for vibrating • Change Table 4 to ‘See Section 9.3.’ • Remove reference to ASTM C1758 in 8.4 and reference Section 8.2 instead. These first two revisions were approved on COMP ballot and should be published in 2026. During the AASHTO COMP 2025 Annual meeting there was a discussion regarding recommended language using ‘as a single layer without consolidation’ instead of ‘without layers or consolidation’ and keeping the ASTM C1758 reference for now. WAQTC offered to resubmit with TS feedback. CO, UT, TX formed a Task Force (3b 25-01) to work on this. <u>Discussion item</u> The committee discussed the AASHTO standard and agreed that referencing the ASTM standard to cast Self Consolidating Concrete strength test specimens doesn’t make it usable on its own. Misty asked Madeline and Gilbert to reach out to their representatives on the task force and find out what WAQTC can do to assist in revising the standard. <i>Madeline and Gilbert will coordinate with their DOTs task force members.</i> <i>No new proposed revisions to the AASHTO method.</i>	GILBERT ARREDONDO MADELINE ENRIGHT
--	---	--

AASHTO EMBANKMENT/BASE AND IN-PLACE DENSITY METHODS

T 265	<i>T 265, Laboratory Determination of Moisture Content of Soils – TS 1a</i> No revisions were proposed before the meeting. <u>Discussion item</u> Misty asked if the T 265 would need the same oven revision as T 255. The committee reviewed T 265 and determined it is not needed. <i>No proposed revisions to the AASHTO method.</i>	
T 99/ T 180	<i>T 99, Moisture-Density Relations of Soils Using a 2.5-kg (5.5-lb) Rammer and a 305-mm (12-in.) Drop – TS 1b and</i> <i>T 180, Moisture-Density Relations of Soils Using a 4.54-kg (10-lb) Rammer and a 457-mm (18-in.) Drop – TS 1b</i>	

Topic	Discussion / <i>Decision</i>	Action Required By:
-------	------------------------------	------------------------

	No revisions were proposed before the meeting. During the 2025 Summer Meeting, it was suggested to propose removing the oven apparatus. Desna said that WAQTC might want to table this to see what the TS 1c Task Force comes up with as that may be the proposal. Misty agreed. <u>Discussion item</u> Madeline shared with the committee that CDOT is currently experiencing inconsistency in results based on the method selection for oversized particles using T 180. The labs tend to select T 180 Method A with oversized correction and field technicians are selecting T 180 Method D without correction. CDOT is considering adding parameters in their specifications for method selection. Madeline asked if the other agencies were experiencing something similar or how their specifications handle this situation. Misty said that MDT uses the amount of oversized material to drive procedure selection. Mark shared that WSDOT is going away from T 180 due to their inability to obtain consistency among the methods. WSDOT is using WAQTC TM 15 instead. Adam said that ODOT does not allow use of T 180, they allow T 99 only. Their method selection is based on the percent oversized particles. Technicians are instructed to obtain enough material for T 180 Method D if a lot of oversized particles are observed. Sharon said NDDOT uses T 99 or T 180. Method A is mostly used and occasionally Method D depending on the percentage of oversized particles. Gilbert said UDOT specifies Method D and T 99 or T 180 based on soil class. Isabelle shared that ITD specification dictates T 99 C or T 180 D. Dan said AKDOT uses T 180 D, as the Federal Aviation Association (FAA) primarily requires it, so AKDOT & PF uses that for highways. <i>No proposed revisions to the AASHTO method.</i>	
--	--	--

Page 16		
Topic	Discussion / Decision	Action Required By:
R 75	<i>R 75, Developing a Family of Curves using Soil Moisture-Density Relations – TS 1b</i> No revisions were proposed before the meeting. <u>Report on 2025 revision proposal</u> • Revise the title to ‘<i>R 75, Developing a Family of Curves using Soil Moisture–Density Relations</i>’ • Revert, where appropriate, to 2016 language • Change ‘group’ back to ‘family’ throughout • Note 1, use ‘Intermediate curves’ and remove ‘template’ • Revise title of Figure 1 and relabel ‘incremental curves’ to ‘intermediate curves.’ These revisions were approved on COMP ballot and should be published in 2026. Misty asked D B Consulting to draft the revisions to the FOP for AASHTO R 75 to include the revised titles and references for the Summer Meeting. <i>D B Consulting will draft revisions to the FOP to match the approved AASHTO revisions.</i> <i>No new proposed revisions to the AASHTO method.</i>	D B CONSULTING
T 272	<i>T 272, One-Point Method for Determining Maximum Dry Density and Optimum Moisture – TS 1b</i> No revisions were proposed before the meeting. <u>Revision discussion</u> Adam pointed out that a technician following T 310 does not have enough material to develop a full T 99 or T 180 if the one-point determination does not fit an existing family of curves or a single reference curve. The committee reviewed T 272 and determined that T 272 does not address the sample size or refer to T 310. The committee proposed adding references to 6.1 ‘Sampling’ to include T 310 as a source of the sample. It was also determined that T 310 would be the standard to address Adam’s concern.	

Page 17		
Topic	Discussion / Decision	Action Required By:
	<u>Revision proposal</u> • Add T 310, In-Place Density and Moisture Content of Soil and Soil-Aggregate by Nuclear Methods (Shallow Depth), to Section 2 Referenced Documents • Step 6.1 add reference to T 310 Misty asked D B Consulting to draft revisions to the FOP for AASHTO T 272 to include the revised titles and references from R 75 for the Summer Meeting. <i>D B Consulting will draft revisions to the FOP to match the approved AASHTO revisions.</i> <i>Proposed revisions will be presented to the Executive Board.</i>	D B CONSULTING MISTY MINER
T 85	<i>T 85, Specific Gravity and Absorption of Coarse Aggregate – TS 1c</i> No revisions were proposed before the meeting. <u>Report on 2025 revision proposal</u> Revised by the board, did not approve revisions to 3.1.1 • Remove Section 6.6, the oven is included in T 255 • Remove Note 1, the thermometer used to monitor the oven temperature should also be removed The revisions were approved on COMP ballot and should be published in 2026. <u>Discussion item</u> Misty pointed out that Section 7.2 of T 85 does not define ‘substantial.’ It is also unclear where the line is that would trigger using the No. 8 sieve and performing T 85 or performing T 84. Section 7.2: If the coarse aggregate contains a substantial quantity of material finer than the 4.75-mm (No. 4) sieve (such as for Size No. 8 and 9 aggregates in M 43), use the 2.36-mm (No. 8) sieve in place of the 4.75-mm (No. 4) sieve. Alternatively, separate the material finer than the 4.75-mm (No. 4) sieve and test the finer material according to T 84. The committee reviewed the standard and agreed. Isabelle shared that ITD is working to develop a standard. She shared a draft of the current practice:	

Page 18		
Topic	Discussion / <i>Decision</i>	Action Required By:
	Types of stockpiles a. Coarse Stockpile • 10% or less ($\leq 10\%$) passing the #4 sieve b. Fine Stockpile • 90% or more ($\geq 90\%$) passing the #4 sieve c. Blended Stockpile • 11-89% passing the #4 sieve Run the applicable tests a. Coarse Stockpile • FOP AASHTO T 85 b. Fine Stockpile • IT-144 c. Blended Stockpile • FOP AASHTO T 85 - Material retained on the #4 sieve • IT-144 - Material passing the #4 sieve Desna suggested that the committee address this in the FOP and draft a practice the states can agree on. Then consider proposing it to AASHTO. Misty would also like to add this to the board agenda for discussion and recommendation. She pointed out that the apparatus would need to be addressed if a No. 8 sieve was used, the basket currently used is No. 6 mesh. Misty asked the committee to review Section 7.2 with their agency for the Summer Meeting. She wants to know what the labs consider ‘substantial’ and if they have a procedure in place like ITD. Adam suggested changing the term ‘breadth’ in Section 6.2 to width. No one uses the term breadth anymore. Misty said that it will be considered if there are revisions during the 2027 Winter Meeting. <i>QAC members will review Section 7.2 with their lab technicians. No new proposed revisions to the AASHTO method.</i>	QAC MEMBERS

Page 19		
Topic	Discussion / Decision	Action Required By:
T 310	<i>T 310, In-Place Density and Moisture Content of Soil and Soil-Aggregate by Nuclear Methods (Shallow Depth) – TS 1b</i> No revisions were proposed before the meeting. <u>Discussion item</u> Desna shared that during the Midyear TS 1b meeting the Task Force 16-01 on calibration blocks calibration process was sunset (discontinued). <u>Revision discussion</u> Misty said that the standard does not include the tolerances between two readings. The committee proposed adding tolerances and including multiple readings in a single direction and two different directions to Note 5. Adam again pointed out in T 272 a technician does not have enough material to develop a full T 99 or T 180 if the one-point determination does not fit an existing family of curves or a single reference curve. The committee reviewed T 310 and agreed there was not enough information for the technician to know. Misty proposed the addition of a note to prompt a technician to take more material when needed. <u>Revision proposal:</u> • Expand Note 5 to read, ‘For multiple 1-min readings in a single direction, the wet density readings should be within 32 kg/m³ (2.0 lb/ft³). The gauge may be rotated 90 degrees about the axis of the source rod to obtain additional readings. • For multiple 1-min readings in a two different directions, the wet density readings should be within 50 kg/m³ (3.0 lb/ft³). The average of the two wet densities and moisture contents will be used to compute dry density.’ • Add Note 6, ‘Additional adjacent material may be needed to establish a full soil moisture-density relation according to T 99 or T 180.’ <i>Proposed revisions will be presented to the Executive Board.</i>	MISTY MINER

Page 20		
Topic	Discussion / <i>Decision</i>	Action Required By:

T 355	<i>T 355, In-place Density of Asphalt Mixtures by Nuclear Methods – TS 2c</i> No revisions were proposed before the meeting. <u>Discussion item</u> Gilbert pointed out that T 355 has three methods and the FOP only has two. The committee reviewed the third method and decided that it does not need to be added to the FOP. <i>No proposed revisions to the AASHTO method.</i>	
-------	--	--

AASHTO SELF-CONSOLIDATING CONCRETE TEST METHODS

T 347	<i>T 347, Slump Flow of Self-Consolidating Concrete (SCC) – TS 3b</i> No revisions were proposed before the meeting. <i>No proposed revisions to the AASHTO method.</i>	
T 351	<i>T 351, Visual Stability Index (VSI) of Self-Consolidating Concrete (SCC) – TS 3b</i> No revisions were proposed before the meeting. <u>Report on 2025 revision proposal</u> • ‘Using the criteria in Section 8 Table 1, rate the stability of the mixture on a scale of 0 to 3 by visual examination’ This revision was approved on COMP ballot and should be published in 2026. <i>D B Consulting will draft revisions to the FOP with the 2025 revisions for the 2026 Summer Meeting.</i> <i>No new proposed revisions to the AASHTO method.</i>	D B CONSULTING
T 345	<i>T 345, Passing Ability of Self-Consolidating Concrete by J-Ring – TS 3b</i> <u>Report on 2025 revision proposal</u> • Remove Note 2 reference in 7.8 • Remove the note designation on Note 2 and create 7.8.1 These revisions were approved on COMP ballot and should be published in 2026. <i>D B Consulting will verify these revisions are published.</i> <i>No new proposed revisions to the AASHTO method.</i>	D B CONSULTING

Page 21		
Topic	Discussion / <i>Decision</i>	Action Required By:

OTHER AASHTO

PP 97	<i>PP 97, Determination of Constant Mass – TS 5c</i> <u>Report on 2025 revision proposal</u> Promote the provisional practice to a full standard. During the 2025 COMP Annual Meeting, WAQTC made a motion to move this provisional standard to a full standard. The TS approved. It was reconfirmed as PP 97. It was not balloted to move to a full standard. Misty said to add this to the next board meeting agenda. When this method is made a full standard, WAQTC will need to update references. <i>D B Consulting will add PP 97's status to the Executive Board Spring Meeting Agenda.</i> <i>No new proposed revisions to the AASHTO method.</i>	D B CONSULTING
R 18	<i>R 18, Establishing and Implementing a Quality Management System for Construction Materials Testing Laboratories – TS 5c</i> There are numerous changes to R 18. Misty asked D B Consulting to invite Mike Wagner, AASHTO re:source, to give a presentation on the changes during the Summer Meeting. If he is unable to attend in person, the committee would like the presentation delivered virtually. <i>D B Consulting will ask Mike Wagner to present the numerous revisions to R 18 during the 2026 Summer Meeting.</i>	D B CONSULTING
R 39	<i>R 39, Making and Curing Concrete Test Specimens in the Laboratory – TS 3b</i> <u>Report on 2024 revision proposal</u> Remove 'cardboard molds' from Section 7.5.3.1.1 These revisions were approved on COMP ballot and should be published in 2026. <i>No new proposed revisions to the AASHTO method.</i>	
R 127	<i>R 127, Time Evaluation for Mechanical Shakers</i> Misty shared that R 127 is scheduled to be added as a reference in T 27 and T 30 instead of the annex containing time evaluation. She asked the committee to review this method for revisions to	

Page 22		
Topic	Discussion / Decision	Action Required By:
	the FOPs for AASHTO T 27/T 11 and T 30 for the Summer Meeting. <i>The QAC members will review AASHTO R 127 before the 2026 Summer Meeting.</i> <i>No new proposed revisions to the AASHTO method.</i>	QAC MEMBERS
T 22	<i>T 22, Compressive Strength of Cylindrical Concrete Specimens – TS 3c</i> <u>Information only</u> There are revisions to this standard drafted in the library. <i>No new proposed revisions to the AASHTO method.</i>	
T 84	<i>T 84, Specific Gravity and Absorption of Fine Aggregate – TS 1c</i> <u>Report on 2025 revision proposal</u> • Remove Section 5.5, the oven is included in T 255 • Remove Note 1, the thermometer used to monitor the oven temperature should also be removed • Section 7.1.1 add, dry ‘to constant mass according to T 255’ • Sections 8.3 and 8.3.1 add ‘dry to constant mass according to T 255’ <i>These revisions were approved on COMP ballot and should be published in 2026.</i> <i>D B Consulting will verify the 2026 AASHTO Standard when published</i>	DB CONSULTING
T 89	<i>T 89. Determining the Liquid Limit of Soils – TS 1a</i> Misty shared that there were revisions discussed at the 2024 Comp Annual Meeting. TS 1a is considering adding a 16 hour soak to follow ASTM. <u>Revision discussion</u> In 2025, the committee determined the standard contained paragraphs instead of steps. There was not enough time during that meeting, so Misty and Desna drafted the previously proposed revisions to the standard and distributed them to the committee ahead of this meeting for review. Misty explained that multiple terms are used interchangeably in the standard.	

Page 23		
Topic	Discussion / <i>Decision</i>	Action Required By:
	‘squeeze’ and ‘press’, ‘shock(s)’ and ‘blow(s)’, and ‘cake’ and ‘pat’. The committee agreed to use one of each of the terms. Desna pointed out that the removal of the oven is currently in TS 1c Task Force. The committee decided to replace the oven with the agreed reference that will be sent to Larry for the Task Force: ‘Oven—An oven conforming to the requirements of T 265’. Mark asked why the sample size was changed from 50 g to 40 g. This appears to be an typo. It was changed back to 50 g. The committee decided to apply the proposed revisions to the FOP and the Performance Exam Checklist. <u>Revision proposal:</u> • Section 2 – Remove oven and thermometer references • Section 3.8 – Change to read, ‘An oven conforming to the requirements of T 265.’ • Section 3.8 – Remove additional requirements for the oven • Revise throughout to ‘active voice’ • Break paragraphs into individual steps throughout • Use ‘soil cake’ throughout, this has variously been called: ‘soil,’ ‘soil sample,’ ‘soil pat,’ etc. • Revise use of the term ‘shocks’ to ‘blows’ for consistency, these terms were used interchangeably • Include all the steps required in Sections 11 and 12 <i>Proposed revisions will be presented to the Executive Board.</i>	
T 90	<i>T 90, Determining the Plastic Limit and Plasticity Index of Soils – TS 1a</i> <u>Report on 2025 revision proposal</u> • Remove Section 3.6, the oven is included in T 265 • Remove Note 2, the thermometer used to monitor the oven temperature should also be removed • Section 6.4, break into individual steps, creating two additional sections and two subsections. Desna said that the edits were balloted and received a negative vote from ITD. The TS 1c chair has tabled the proposed edits.	MISTY MINER

Page 24		
Topic	Discussion / <i>Decision</i>	Action Required By:
	The committee decided to replace the oven with the reference that will be sent to Larry for the Task Force: ‘<i>Oven</i>—An oven conforming to the requirements of T 265’. Misty said she would like to resubmit the proposal with the updated oven reference added. Misty asked Isabelle to follow up with the negative vote in Idaho and let us know if there is something WAQTC can do to help them understand the proposed revisions. <i>Isabelle will report on the negative vote.</i> <i>Proposed revisions will be presented to the Executive Board.</i>	ISABELLE PANOS MISTY MINER
T 106	<i>T 106, Compressive Strength of Hydraulic Cement Mortar (Using 50-mm or 2-in. Cube Specimens) – TS 3a</i> <u>Revision discussion</u> Mark said in Section 5.9.2, the diameter or diagonal dimensions of upper block bearing surface is [2.83 and 31/8 in.]’ This is the only dimension left in a fraction. WSDOT proposes revising it to 3.13 in. The committee agreed. <u>Revision proposal</u> Section 5.9.2 revise [2.83 and 3¹/₈ in.]’ to ‘[2.83 and 3.13 in.]’ <i>Proposed revisions will be presented to the Executive Board.</i>	MISTY MINER
T 134	<i>T 134, Moisture–Density Relations of Soil–Cement Mixtures – TS 1b</i> <u>Discussion item</u> In 2024, WAQTC proposed revisions to T 99 and T 180. TS 1b chair informed the revision Champion Scott Nussbaum that the same revision should be proposed to T 134. Scott agreed to propose the same revisions. The revisions passed COMP ballot and were published in the 2025 AASHTO Standards. TS 1b discussed making the same revisions that WAQTC proposed to T 135 and T 136. <i>Discussion item</i>	

Page 25		
Topic	Discussion / Decision	Action Required By:
T 19	<i>T 19, Bulk Density (“Unit Weight”) and Voids in Aggregate – TS 1c</i> <u>Revision discussion</u> Desna pointed out that T 19, Bulk Density (“Unit Weight”) and Voids in Aggregate, has an oven described in Section 7, Test Sample, but not in apparatus. The oven description in Section 7 follows instructions to dry the sample according to T 255 and then list the requirements in T 255. Desna asked if the committee would like to propose revisions to this method as it is referred to in the FOP for AASHTO T 99/T 180. The committee agreed that it would be a good idea. <u>Revision proposal</u> • Section 5.2, Apparatus add ‘Oven—An oven conforming to the requirements of T 255.’ • Section 7, remove oven description • Remove Note 4 <i>Proposed revisions will be presented to the Executive Board.</i>	MISTY MINER
VOTING MEMBERS	<i>What is the best process for QAC to take helping inform voting AASHTO members</i> <u>Discussion item</u> Sometimes, the AASHTO COMP TS voting member of a WAQTC member agency is not on the Executive Board or QAC. Misty asked how the QAC can ensure that the TS voting member is aware of the WAQTC proposed revisions and work with them. The committee referenced the ‘Proposals to AASHTO Standards’ guide in the Operations Manual. In the section after the Executive Board has approved a proposal, the coordinator writes a letter to the TS chair from the assigned champion. Perhaps the process could include distribution of the proposal and letters to TS voting members that are not on the board and that agency’s board member. D B Consulting was asked to draft this revision to the ‘Proposals to AASHTO Standards’ guide for committee approval. Once approved by the committee, it will be added to the Executive Board Spring Meeting agenda.	

Page 26		
Topic	Discussion / <i>Decision</i>	Action Required By:

	Desna also committed to creating a list of TS voting members from the WAQTC agencies and file it in the reference folder of the FOP Library. <i>D B Consulting will draft revisions to the Proposals to AASHTO Standards process for QAC approval and add it to the Executive Board Spring Meeting agenda.</i> <i>D B Consulting will compile a list of TS voting members from member agencies.</i>	D B CONSULTING
--	--	-------------------

FOP LIBRARY

FOP FOR AASHTO R 60	<i>FOP for AASHTO R 60, Sampling Freshly Mixed Concrete, Champion Misty Miner</i> No AASHTO revisions in 2025. No revisions to the FOP were proposed before the meeting. <i>No revisions to the FOP.</i>	
FOP FOR AASHTO R 64	<i>FOP for AASHTO R 64, Sampling and Fabrication of 50 mm (2 in.) Cube Specimens Using Grout (Non-Shrink) or Mortar, Champion Dan Gettman</i> <u>New proposed FOP</u> Dan and Mark drafted a new FOP for AASHTO R 64 for the library. This AASHTO procedure was originally WAQTC TM 12 before AASHTO adopted it. Desna explained that there will be revisions to the AASHTO standard in 2026. She drafted these revisions on the proposed FOP with tracked changes so that the committee could review the new content. Usually, the FOP Library is a year behind the AASHTO standards because they are updated during the QAC Winter Meetings. Desna asked if the committee wanted to adopt the new FOP based on the 2025 published standard or adopt the revisions from the AASHTO materials library. The committee decided that the FOP should be based on the version that will be published in 2026. Desna said that she will verify that the AASHTO standard, when published, is the same as the version used for the FOP. Misty then asked who the champion would be. As the FOP was proposed by Mark and Dan, it should probably be one of them. Dan volunteered to be the champion.	

Page 27		
Topic	Discussion / Decision	Action Required By:
	Desna asked if there was going to be a Performance Exam Checklist to include in the library. Dan agreed to create one for the committee to review before the Summer Meeting. Isabelle said that ITD has a Performance Exam Checklist for this method, she said that she would send it to Dan. <i>Desna will verify the 2026 AASHTO Standard matches the FOP.</i> <i>Proposed new FOP will be included in the 2026 (v. 2027) training package for Executive Board approval.</i> <i>Dan will draft the Performance Exam Checklist for distribution before the QAC 2026 Summer Meeting.</i>	DESNA BERGOLD DAN GETTMAN
FOP FOR AASHTO R 79	<i>FOP for AASHTO R 79, Vacuum Drying Compacted Asphalt Specimens, Champion Misty Miner</i> No AASHTO revisions in 2025. No revisions to the FOP were proposed before the meeting. <i>No revisions to the FOP.</i>	
FOP FOR AASHTO T 84	<i>FOP for AASHTO T 84, Specific Gravity and Absorption of Fine Aggregate, Champion Isabelle Panos</i> There AASHTO revisions in 2025. <u>Revisions discussion</u> Isabelle proposed revisions to the FOP consistent with the AASHTO standard. Isabelle pointed out that the AASHTO standard was updated to include a specific thermometer in the Apparatus section 5.6. She proposed to state the different types of thermometers allowed as stated in Note 2 instead of referencing AASHTO M 339. Isabelle asked the committee if there is a reason we have confined Step 7 to only covering the sample with water for saturation instead of allowing the addition of at least 6 percent moisture as the AASHTO standard does. Isabelle shared that the latter accelerates the saturated-surface dry process and allows the testing to be completed faster. There was no reason known. Gilbert recommended breaking Step 7 into 2 separate steps. Gilbert also said that if 6 percent moisture was added as an option in Step 7 there needs to be a reference to protecting the sample from moisture loss as the sample is not covered in water. He also pointed out that Step 9 should be updated to reference	

Page 28		
Topic	Discussion / <i>Decision</i>	Action Required By:
	‘excess’ water removal as adding 6 percent would not necessarily leave water to pour off the sample. Isabelle said the AASHTO standard states that you can manually or mechanically agitate the pycnometer, and she proposes the FOP allow both as well. Isabelle pointed out that in Note 2 isopropyl alcohol is good at removing the foam and the paper towel is useful for removing the water on the sides of the pycnometer. She recommends adding alcohol, so both are options. The committee discussed these revisions and agreed that they would be a good addition. Misty reminded Isabelle that the performance exam would need to be updated as well. Isabelle drafted her proposed revisions into the FOP Library’s Performance Exam Checklist. <u>FOP Library revision</u> FOP • Apparatus: add thermometer • Sample Preparation - In Step 7, add (in red), ‘Cover sample with water or add at least 6 percent moisture and protect from moisture loss. - Create new Step 8 with the rest of Step 7 • Procedure - Step 7, add ‘Manually roll, invert, and agitate or mechanically agitate’ - Note 2, add ‘Dipping the tip of a paper towel or adding a few drops of isopropyl alcohol just before bringing the water level to its calibrated capacity Performance Exam Checklist • Step 7, add ‘or at least 6 percent moisture added, and precautions taken to prevent the loss of moisture?’ • Create new Step 8 with the rest of Step 7 • Step 16 (new Step 17) add manually or mechanically agitating options <i>Revisions to the FOP will be incorporated into the 2026 updates.</i>	DB CONSULTING

Page 29		
Topic	Discussion / <i>Decision</i>	Action Required By:
FOP FOR AASHTO T 89	<i>FOP for AASHTO T 89 Liquid Limit, Champion Dan Gettman</i> No AASHTO revisions in 2025. No revisions to the FOP were proposed before the meeting. <u>Revision discussion</u> The committee decided that the revisions to address inconsistent terminology that they are proposing to the AASHTO T 89 standard, could be incorporated into the FOP now. <u>FOP Library revision</u> FOP (editorial) • Use ‘soil cake’ throughout • Revise use of the term ‘shocks’ to ‘blows’ for consistency Performance Exam Checklist (editorial) • Use ‘soil cake’ throughout • Revise use of the term ‘shocks’ to ‘blows’ for consistency <i>Revisions to the FOP will be incorporated into the 2026 updates.</i>	DB CONSULTING
FOP FOR AASHTO T 90	<i>FOP for AASHTO T 90, Plastic Limit and Plasticity Index, Champion Dan Gettman</i> No AASHTO revisions in 2025. No revisions to the FOP were proposed before the meeting. <i>No revisions to the FOP.</i>	
FOP FOR AASHTO T 217	<i>FOP for AASHTO T 217, Speedy Moisture in Soils, TS 1a, Champion Sharon Taylor</i> No AASHTO revisions in 2025. No revisions to the FOP were proposed before the meeting. <u>Discussion item</u> Sharon, this FOPs champion, asked which agencies are using the speedy moisture gauge. Adam said that ODOT does use it at times. Sharon said they are also using it. <i>Discussion only, no revisions to the FOP.</i>	

Page 30		
Topic	Discussion / Decision	Action Required By:
FOP FOR AASHTO T 304	<i>FOP for AASHTO T 304, Uncompacted Void Content of Fine Aggregate, (TS 1c) Champion Mark Willoughby</i> <u>No AASHTO revisions in 2025.</u> No revisions to the FOP were proposed before the meeting. <i>No revisions to the FOP.</i>	
FOP FOR AASHTO T 331	<i>FOP for AASHTO T 331, G_{mb} Using Automatic Vacuum Sealing Method, Champion Mark Willoughby</i> <u>Revision discussion</u> The 2025 revisions to the AASHTO Standard were incorporated in 2025 (v. 2026) training materials. The Performance Exam Checklist was unintentionally not revised. These revisions were made as an unmarked revision in the shared folders. <u>FOP Library revision</u> Performance Exam Checklist (2025 revision) Step 4, change $25 \pm 1^{\circ}\text{C}$ ($77 \pm 1.8^{\circ}\text{F}$) to $25 \pm 1^{\circ}\text{C}$ ($77 \pm 2^{\circ}\text{F}$) <i>This revision has been made, and the Performance Exam Checklist has been distributed.</i>	
TM 14	<i>WAQTC TM 14, Asphalt Mixture Laboratory Prepared Test Specimen, Champion Adam Rose</i> No revisions to the test method were proposed. <u>Discussion item</u> Adam said that he has no revisions to this test method. He reviewed the document and said that it is good and very well written. <u>Revision discussion</u> Mark said that he would like to make a correction in the example. In the calculation for asphalt binder mass, an intermediate calculation has one too many zeroes. This revision will be made editorially. <i>Revisions to the test method will be incorporated into the 2026 updates.</i>	D B CONSULTING
TM 15	<i>WAQTC TM 15, Laboratory Maximum Dry Density of Granular Soil and Soil/Aggregate, Champion Mark Willoughby</i>	

Page 31		
Topic	Discussion / <i>Decision</i>	Action Required By:
	No revisions to the test method were proposed. <i>No new revisions to the test method.</i>	
TM 16	<i>WAQTC TM 16, Flat and Elongated Particles in Coarse Aggregate, Champion Adam Rose</i> No revisions to the test method were proposed. <i>No revisions to the test method.</i>	
TM 17	WAQTC TM 14, Asphalt Mixture Laboratory Prepared Test Specimen, <i>Champion Mark Willoughby</i> No revisions were proposed before the meeting. <u>Discussion item</u> During the 2025 Winter Meeting, Mark said that WSDOT no longer uses this method, but he thought Western Federal Lands (WFL) still used it. Mark was asked if he would remain the champion, he said that he would prefer not to. Desna discussed the test method with Eric Wilson, WFL-FHWA, and asked him if WFL still used this test method. Eric emailed back that they aren't using it. He was told that if there is no champion it will be archived. He didn't volunteer at that time. As there is no champion, according to the FOP Library Work Plan the test method should be archived. The committee decided that they would revisit it during the Summer Meeting one final time. Desna will email Eric and inform him that TM 17 will be archived. <i>TM 17 will be added to the 2026 Summer Meeting agenda for final decision.</i>	D B CONSULTING
TM LIST	<i>WAQTC Developed Test Methods List</i> While discussing the WAQTC Test Methods (TM) currently in the FOP Library, Desna mentioned that she recently was asked what happened to the test methods that are no longer in the training materials. She told the committee that she did a little research and developed a list of all the TMs and what became of them (attached). She showed the list and pointed out that out of 17 test methods, ten have been adopted by AASHTO, two are still in use in the qualification modules, four are in the FOP Library, although one may be archived this year, and one was discontinued in 1999.	

Page 32		
Topic	Discussion / <i>Decision</i>	Action Required By:
	Desna said that she will make the list available in the training package. Misty suggested that the list should be posted on the website on an accomplishment/history page. The committee agreed. <i>The Test Methods List will be posted on WAQTC.org.</i>	D B CONSULTING

TRAINING MATERIALS

EBT/DTT WRITTEN EXAMS	<i>New embankment exam questions</i> During the 2025 Summer Meeting, the committee agreed to create new multiple-choice questions for the Embankment & Base/ In-place Density module. Lori met with the task force, and they drafted the new questions into the written exams. They were sent for review before this meeting. Misty asked if there were any corrections on the revised written exams. Mark said that one question on Exam 2 should be rewritten in ‘active voice.’ This was corrected. Adam asked if every exam is required to have two calculations. Sometimes a technician can pass an exam without really knowing the material if they can perform the calculations. Misty explained that the new exam questions are trying to address some of these issues. The committee decided to replace some calculation questions in the places it seemed excessive. The exams will also need to be revised to agree with the upcoming 2026 AASHTO revisions. Especially the references to the FOP for AASHTO R 75, Developing a Family of Curves using Soil Moisture-Density Relations. Desna said that D B Consulting will draft these revisions for the Summer Meeting. Misty said that embankment exam questions task is now complete, the committee can move on to the Aggregate written exams. She asked that everyone make a note of any issues or improvements they encounter in the coming months for consideration after the Summer Meeting, when writing questions for the Aggregate written exam will be an assigned task. <i>D B Consulting will draft the final revisions to the Embankment & Base/ In-place Density written exams for the 2026 Summer Meeting.</i> <i>Committee members will make notes on possible improvements to the Aggregate written exams for the 2026 Summer Meeting.</i>	D B CONSULTING QAC MEMBERS
--------------------------	---	-------------------------------

Page 33		
Topic	Discussion / <i>Decision</i>	Action Required By:
QUESTION BANK	<i>Question Bank</i> In developing the new written exam questions for the training materials, there remain unused drafted questions that may be held in a ‘question bank’ for further development and use. Desna asked where to store these questions so that they may be available. Misty said that she didn’t think they should be distributed with the training materials. She suggested that D B Consulting keep them in a separate file and make them available if the written exam questions need to be revisited. Desna said that D B Consulting will try to keep track of the year the questions were developed to help identify what further revisions to the questions may need to be made. <i>D B Consulting will keep track of the ‘Question Bank’ for future availability.</i>	D B CONSULTING
ACI	<i>ACI Aggregate Base Certification</i> Before the meeting, Adam requested an agenda item to discuss the ACI Aggregate Base Testing Technician Certification. Aggregate Base Testing Technician—AASHTO Methods [concrete.org] Adam asked if anyone accepts the ACI certification, ODOT does not. The committee members said that their agencies do not. Adam asked if anyone has been asked to accept the certification. No one has. The committee looked at the webpage and found that the ACI certification refers to AASHTO test methods, but that it appears to be an odd mix of procedures for the certification. <i>Discussion item</i>	
ACI-CFT	<i>ACI Concrete Field-Testing Technician</i> Misty said that ACI is no longer certifying technicians in the ASTM test methods. They use ACI methods that appear to be based on the ASTM methods. The committee is concerned about how this could affect accepting ACI-CFT in lieu of the CTT certification. No one is certain what the differences are between the ACI methods and ASTM. Gilbert and Mark offered to look at the ACI-CFT certification to determine if there can still be reciprocity.	GILBERT ARREDONDO MARK WILLOUGHBY

Page 34		
Topic	Discussion / Decision	Action Required By:
	<i>Gilbert and Mark will review ACI-CFT certification methods and report to the committee.</i>	
T 310 AND T 355	<i>FOPs for AASHTO T 310, In-Place Density and Moisture Content of Soil and Soil-Aggregate by Nuclear Methods (Shallow Depth) and AASHTO T 355, In-place Density of Asphalt Mixtures by Nuclear Methods</i> Before the meeting, Adam emailed the committee that ODOT has encountered field technicians manipulating density readings by slightly pulling up on the nuclear density gauge handle after it is placed in the final testing position. He asked if other agencies were encountering the same issue. Eric Wilson, FHWA, responded to this email stating that both procedures have been an issue since the late 1990's and can be manipulated by lifting the handle. <u>Discussion item</u> Adam asked if the FOP could state that the gauge needs to be placed in its final position with an open hand. The committee didn't quite see how one could pull the release and place it with an open hand. Adam said that a nuclear density gauge has a downward motion lock. On auto or manual, one can slightly lift up on the handle after the gauge depth is set and influence the result. ODOT is noticing this happening more often and they are going to address it this year in their program. Misty said that it doesn't appear there is a revision to the standard needed at this time. She asked Adam to draft a revision to the FOP for AASHTO T 310 and T 355 for the QAC to review at the Summer Meeting. Gilbert pointed out that the AASHTO T 355 has three methods, the FOP only covers two. The committee reviewed the different methods and determined that the 'Alternate Method 2 – 180 degree rotation' did not need to be incorporated into the FOP. <i>Adam will draft revisions to the FOP for AASHTO T 310 and T 355 for the 2026 Summer Meeting.</i> <i>Gauge positioning will be on the 2026 Summer Meeting agenda.</i>	ADAM ROSE D B CONSULTING
T 85	<i>FOP for AASHTO T 85, Specific Gravity and Absorption of Coarse Aggregate</i> <u>Discussion item</u>	

Page 35		
Topic	Discussion / <i>Decision</i>	Action Required By:
	Misty asked why the FOP for AASHTO T 85 says in Step 7, 'Dry the sample to constant mass according to the FOP for AASHTO T 255 / T 265 at 110 ±5°C (230 ±9°F).' This method is only for aggregate; it could just reference FOP for AASHTO T 255. Desna thought that it may reference the combined procedure because it is in the Embankment & Base module. The FOP for AASHTO T 255 is in the Aggregate module. Madeline said that as CDOT does not use the Aggregate module, she would prefer that this FOP references an FOP that is in the Embankment & Base module. Adam agreed. The committee decided not to change the reference. <i>Discussion item.</i>	
TERMINOLOGY AND STYLE GUIDE	<i>Terminology and Style Guide</i> <u>Revisions discussion</u> Desna pointed out that the formatting of the 'Terminology' section that is incorporated into every module does not match any of the 'Terminology' sections in the individual FOPs. In fact, the FOP terminology sections are not consistent either. The general 'Terminology' section bolds the term that is being defined followed by an 'em' dash. Some of the FOPs italicize the term being defined followed by a colon and some do not italicize the term. If the committee chooses to have them different, it should be added to the WAQTC Style Guide. Many of the committee members preferred the italicized term in the FOPs but thought that the bold was better in the general 'Terminology.' Madeline said she thought that they should be the same although she didn't have a preference which one. Misty agreed. The committee decided to use the general 'Terminology' as the template. <i>D B Consulting will draft revisions in the FOPs, bolding the term followed by an 'em' dash.</i> <i>D B Consulting will draft revisions in the WAQTC Style Guide to cover the terminology sections.</i>	D B CONSULTING
ADA TRAINING MATERIALS	<i>ADA Training Materials</i> Desna told the committee that as D B Consulting has additional employees, she would like to spend more time on developing	

Page 36		
Topic	Discussion / <i>Decision</i>	Action Required By:
	accessible training materials. The Executive Board has approved developing a work plan for this effort. Desna asked Madeline about the accessibility of training materials that are in tables as all the WAQTC student training materials are in tables. Madeline said that the programs recognize the text in tables, but in Adobe, one has to tell the program what each part of the table is. Madeline also discussed issues with Word documents saved as PDFs and combining files. She said that for CDOT's training materials, the text has been pulled out of the tables to make the files easier to work with. Desna pointed out that the current materials include multiple layers of text boxes for pictures. Madeline has said that this causes problems. Desna said that these can be pulled out of the text boxes for easier reformatting. Desna suggested that perhaps the committee could consider creating training materials that aren't in the table format. She said that if the slide numbers are still necessary, they aren't difficult to include in text boxes. This is how slide numbers are handled in the calculation sections. Misty said that she would support reformatting the training materials. The current formatting is outdated. The reason they are in tables is way back when they were developed, pictures had to be in text boxes and there wasn't any text wrapping. Misty told the committee members and D B Consulting to try to reformat an FOP or two and present them during the Summer Meeting. The committee could then choose a new format that will update the training materials and be easier to make accessible before continuing the accessibility effort. Madeline advised the committee that sans serif fonts are preferred for accessibility and reading on a screen. Misty suggested forming a task force to follow the revisions and make the modifications. Sharon said that it is a good idea. Formation of an ADA task force will be on the Summer Meeting agenda. Misty would like the committee members to learn how to create accessible materials. Everyone will eventually need to work with their own documents. At the end of the meeting, Madeline gave a demonstration of creating an accessible document out of an example FOP.	QAC MEMBERS D B CONSULTING

Page 37		
Topic	Discussion / Decision	Action Required By:
	<i>Committee members and D B Consulting will develop a new format for the student training documents for review during the 2026 Summer Meeting.</i>	
PERFORMANCE EXAM CHECKLISTS	<i>Performance Exam Checklists</i> Desna asked if anyone uses the PDF of the compiled checklists. She said that since the committee decided not to post them on the website, she didn't create the document. Dan and Mark say they use them. Misty said that she creates her own. Desna said that she would create them and put them in the shared folder. She will also add the task to the annual updates quality control (QC) spreadsheet, <i>Compiled Performance Exam Checklist PDFs will be part of the annual package.</i>	D B CONSULTING
REVIEW BACKGROUND	<i>Review Background on Measurements and Calculations</i> <u>Discussion item</u> During the 2025 Summer Meeting, Misty asked committee members to volunteer to review the Background section that is in all the training modules, decide what is relevant, and suggest revisions. Sharon and Adam volunteered to review it, and Misty volunteered for herself and Gilbert. Gilbert said that he reviewed it. For new technicians, it seems to be a lot of information. Some trainers deliver the presentation, and some don't. At one point it wasn't in UDOT's training materials, now they just include it in the manual. Misty said that she reviewed the section and originally thought that it could be trimmed but one concept leads to another. It is difficult to isolate anything that could be removed that doesn't affect another portion. Gilbert said that he thinks it should be left as is. Misty and Sharon agreed. <i>Discussion item</i>	
NAME CHANGE	<i>List of documents that need revising when AASHTO has a name change.</i> During the 2025 Summer Meeting, D B Consulting was asked to make a list of the documents that need to be revised when a related AASHTO standard's name changes. Desna showed the	D B CONSULTING QAC MEMBERS

Page 38		
Topic	Discussion / <i>Decision</i>	Action Required By:

	committee the list on the QC spreadsheet. The committee reviewed the list and added some entries. Desna took the opportunity to show the committee the rest of the spreadsheet and how annual updates/revisions are tracked. She thought it was possibly a tool for the committee members to use when performing their quality assurance review. Misty said that she has used the QC spreadsheet when she does the review. She further discussed the review of the updated training material. Even with everyone's efforts, errors and omissions are still getting past quality control and quality assurance. Misty stressed the importance of performing the committee quality assurance review. Misty begins using the training materials immediately and late revisions have a greater impact because it may mean that MDT will be using printed manuals with errors. <i>The list of materials that need to be revised will be included on the QC revision spreadsheet.</i> <i>Committee members are urged to perform a thorough quality assurance review.</i>	
STYLE GUIDE	<i>Style Guide</i> Desna said that the WAQTC Style Guide references the AASHTO Style Manual with page references. The AASHTO Style Manual has been revised since the WAQTC Style Guide has been. Desna recommends revising the Style Guide to match. The committee agreed. <i>The WAQTC Style Guide will be updated to match the AASHTO Style Manual references.</i>	D B CONSULTING

THIRD PARTY EXAM DELIVERY

KRYTERION BILLING	Desna reported that the billing is getting better. There aren't quite so many erroneous charges and, as of December, the DOTs are all caught up in their payments. <i>Discussion item.</i>	
REPORT ON SEPT. 2025 MEETING	<i>Report on Sept. 25, 2025, Meeting</i> WSDOT and Kryterion had a meeting in September to discuss the agency specific exams. The committee reviewed the notes that Mayra Garcia, Kryterion, sent out, titled Quarterly Business Report (QBR) Notes.	

Page 39		
Topic	Discussion / <i>Decision</i>	Action Required By:

	WSDOT and CDOT are both interested in using Kryterion to deliver their agency specific exams. Madeline has also had a meeting with Kryterion and is working on putting the exams in Webassessor. Desna asked Mark and Madeline to let her and Lori know if there is anything they could do to help. Mark and Madeline requested a meeting with D B Consulting when they get further in uploading their questions to the item bank. A meeting will be arranged. <i>D B Consulting will meet with Madeline and Mark when they are ready.</i>	D B CONSULTING
WHO DOES WHAT	<i>Agency rep v D B Consulting</i> Isabelle asked who is responsible for what in Webassessor, the Kryterion platform. Desna said that D B Consulting keeps the item bank (questions), test forms (Exam 1, 2, 3 etc.), and exams (Aggregate, Concrete, etc.) updated. Isabelle asked if she should be responding to the candidates if they have an exam issue. Desna said that Isabelle could go into Webassessor and see if she could resolve the issue or contact D B Consulting. If there is a request for refunds, D B Consulting will work with Kryterion to get it resolved. Sometimes WAQTC is billed for refunds that are Kryterion's responsibility, Desna took the opportunity to show the committee some of the functionality of the administration portion of Webassessor. She also told the committee that she added a disclaimer to the exam registration page: Exams delivered after Jan. 1, 2026, are based on 2025 (v. 2026) test methods. See www.WAQTC.org. Mark said that he saw the disclaimer and liked it. <i>Discussion item</i>	
WRITTEN AND PERFORMANCE EXAM PRICES	The committee members had a discussion on written and performance exam prices and / or training. <i>Discussion item</i>	

ADMINISTRATION MANUAL AND REGISTRATION, POLICIES, AND INFORMATION HANDBOOK (RPIH)

ADMINISTRATION MANUAL /RPIH REVISIONS	<i>WAQTC Administration Manual and Registration, Policies, and Information Handbook (RPIH)</i> No revisions proposed before the Meeting. The title of all references to AASHTO R 75 will need to be revised after it is published.	D B CONSULTING
---------------------------------------	---	----------------

Page 40		
Topic	Discussion / <i>Decision</i>	Action Required By:

	<i>D B Consulting will revise the Administration Manual and RPIH accordingly.</i>	
--	---	--

STRATEGIC PLAN

STRATEGIC PLAN ACTION ITEMS	<i>Strategic Plan</i> The committee reviewed the Strategic Plan action items. <i>2025 Planned Work</i> Priorities of the Executive Board: • Continue work on ‘on-going’ activities. • Evaluate existing training materials for needed improvements / updates. • Member teleconferences to share developments in training and certification platforms. • Develop online training and videos. • Develop a work plan to address training materials for Americans with Disabilities Act (ADA) compliance. • Determine whether to develop a sampling module • Evaluate membership funding needs Misty asked if anyone had any recommendations for the Executive Board to add to the Strategic Plan. Mark suggested that WAQTC could begin staffing a table at meetings such as AASHTO Technical Exchange, WASHTO meetings, etc. Misty thought this was a great idea and asked D B Consulting to ensure it is on the Executive Board Spring Meeting agenda. She also suggested adding the website QR code to the ‘Benefits of Becoming a Member’ handout and the brochure. She has already made stickers of the new WAQTC logo, she thought she could have smaller stickers made, possibly with the QR code, to hand out. <i>D B Consulting will add QAC recommendations to the Strategic Plan to the Executive Board Spring Meeting Agenda.</i> <i>D B Consulting will add the QR code to the ‘Benefits of Becoming a Member’ handout and the brochure.</i>	D B CONSULTING
--------------------------------	--	-------------------

Page 41		
Topic	Discussion / <i>Decision</i>	Action Required By:

WEBSITE [WAQTC](#)

MAP LINKS	Desna was asked to make all the links on the website open on a new page. Desna reported that she was only somewhat successful. She couldn't change the links in the map of member agencies. Perhaps someone with programming experience could do it. The committee decided that as it is just the map it isn't a high priority. <i>Discussion item.</i>	
WEBSITE OVERSIGHT TEAM	<i>Sharon and Gilbert are the Website Oversight Team</i> The committee reviewed the WAQTC.org website. Misty said that she is getting a lot of emails and calls that are forwarded to other QAC members. She thinks it is because hers is the only contact information on the footer banner. She suggested that a link to the representative's page would serve those who need a Transportation Technician Qualification Program (TTQP) contact better. The committee then suggested swapping the Executive Board Members listing, which does not include contact information, with the TTQP Contacts, which include email addresses, just in case someone neglects to scroll down. D B Consulting will make these changes. Sharon indicated that she has been unable to log into the WordPress administration page to familiarize herself with how it is managed, NDDOT's system will not allow it. Desna said that a review of the page and suggestions would still be welcome. Gilbert said he has not spent much time on the administration page either. Misty asked him to familiarize himself with it as part of the oversight team. <i>D B Consulting will follow up on the action items with Sharon and Gilbert.</i>	D B CONSULTING
OTHER WEBSITE ITEMS	<i>Materials Revision Request Form</i> Lori reviewed the updated Materials Revision Request Form that is posted on the Technician Resources page. This form is for anyone without a direct relation to the QAC and WAQTC to use to suggest revisions to the training materials. Lori said that the old form, when submitted, still went to Sean Parker's email, Sean is the former WAQTC Chair and ODOT representative. In revising it, she found that there were issues with the submit button when used from the website. The button	

Page 42		
Topic	Discussion / <i>Decision</i>	Action Required By:

	for the form now directs the user to download the form to submit it. <i>Completed Items lists</i> Desna presented the annual Completed Items lists, which are lists of the WAQTC accomplishments for the previous three years that have been attached to the Strategic Plan since 2013. Desna saved these lists as separate files and will be uploading them to a blog on the website. These lists will also be included in the FOP Library Reference folder. <i>Completed Items lists will be uploaded to the website.</i>	D B CONSULTING
MEMBERS ONLY PAGE	<i>Members Only Page</i> Misty asked about the members only page for the website that has been under discussion. Desna said that it is doable but if it would be used as another way to distribute training materials, it wouldn't be very secure or easy. Each document would need to be uploaded and linked to a button on the page which is pretty labor intensive. As all but Adam can access the Google shared drive that UDOT set up, it would be better to stay with sending Adam the jump drives. Misty was still concerned that there may be some way to address Adam's access to the training materials that wasn't as cumbersome as the jump drive. Adam asked if D B Consulting could access a share point or OneDrive. Desna said that she still has a WAQTC QAC shared folder on her OneDrive, she was once able to share with some of the committee members before the Google shared drive. Adam's predecessor could not access the OneDrive either. Adam said that he is usually able to open files that are shared with him in OneDrive. Desna and Adam tested it with a folder that was already in the WAQTC QAC shared folder from OneDrive and it was successful. <i>D B Consulting will upload training materials to the WAQTC QAC Shared folder on OneDrive to share with Adam.</i>	D B CONSULTING

2025 OUTSTANDING ITEMS

2025 SUMMER MEETING OUTSTANDING ITEMS	The 2025 Winter Meeting action items were completed before this meeting. There were a few items from the 2025 Summer Meeting that were outstanding. These were completed for or during this meeting. <i>Discussion item</i>	
--	---	--

Page 43		
Topic	Discussion / <i>Decision</i>	Action Required By:

ADDITIONAL ITEMS

T 27/T 11 AND T 30 HARMONIZATION	<i>T 11, Materials Finer Than 75-μm (No. 200) Sieve in Mineral Aggregates by Washing</i> <i>T 27, Sieve Analysis of Fine and Coarse Aggregates</i> <i>T 30, Mechanical Analysis of Extracted Aggregate</i> Misty reported on the harmonization effort during the T 27 revision topic. <i>Discussion item</i>	
LORI	<i>What I thought I knew</i> <u>Discussion item</u> Lori shared that her first year supporting WAQTC through D B Consulting has given her a new behind-the-scenes perspective on how much coordination and follow-through it really takes to keep the program moving. She noted how important tools such as the Quality Control tracking spreadsheets and the WAQTC Style Guide are in carrying program history and decisions forward, supporting consistency across materials, and reducing rework. Lori also shared her appreciation for the depth of experience represented on the committees, the systems and processes Desna has helped build and sustain over time, and the role of QAC Chair, Misty, in keeping work coordinated and moving out the door. Lori expressed sincere appreciation for the work committee members contribute as ‘other duties as assigned’ and for the collaboration that keeps the WAQTC program strong. <i>Discussion item</i>	
MISTY DEVELOPED A SUCCESSIONS PLAN	<i>Operations Manual’s Chair and Vice Chair Process</i> Misty asked how much longer she has of her five year tenure as QAC chair. Misty first presided over the 2023 QAC Summer Meeting. According to the ‘Chair and Vice Chair Process’ in the Operations Manual, Gilbert will be promoted to chair for the 2028 QAC Summer Meeting. Misty decided that, to assist in the transition, she would request letters of interest from the committee members for the post of vice chair during the 2027 QAC Summer Meeting, the committee members could then vote	

Page 44		
Topic	Discussion / <i>Decision</i>	Action Required By:
	on the next vice chair by the 2028 Winter Meeting for confirmation during the 2028 Board Spring Meeting. Since Misty's beginning date as chair was not immediately available, Desna suggested adding this information to the QAC Chair/Vice Chair Process document properties in the comments. <i>Discussion item</i>	
RECIPROCITY	<i>Reciprocity</i> Adam asked about the reciprocity process. He says that his system requires a score of the written exam and the expiration date to grant reciprocity. The committee discussed each of their processes for maintaining scores and documents. The committee reviewed the Reciprocity Questionnaire Summary and Responses documents from the 2025 audit. Although the committee thought there was some good information, some of the questions weren't written clearly enough to elicit consistent interpretation. Desna said that D B Consulting would rewrite some questions for clarity before the next audit. Misty then asked if ODOT suspensions show up on ODOT's registry. Adam said they do not. Everyone else indicated that they do not include the suspensions in front facing registries. The suspension notifications are emailed to committee members. When reciprocity is requested, committee members contact the listed agency. Misty wondered if there was a way to keep a live listing that was not on a website. The committee brainstormed and came up with a Google sheets document that everyone could access and edit. Once it was confirmed that everyone could access the document, Adam and the committee populated it. Adding the suspension list to sheets. This is now a live document for committee members to access. <i>The suspension listing will be updated by the QAC Members for use by the QAC Members.</i>	QAC MEMBERS
AGENCY TTQP PROGRAMS	Committee members each discussed their programs and how they operate. <i>Discussion item</i>	

Topic	Discussion / <i>Decision</i>	Action Required By:
2026 SUMMER MEETING AND MEETING LOCATIONS	<i>2026 QAC Summer Meeting</i> The Summer Meeting will be held in Seattle, WA, July 13th through 17th, 2026. D B Consulting will distribute the meeting invitation and agenda soon. Misty suggested that the committee try to coordinate ground travel upon arrival at SeaTac. There are times when a traveler's flight arrives within an hour of the others and it would be nice to rideshare. Misty suggested that the committee discuss the 2027 meeting locations even though they are usually discussed during the Summer Meetings. This way the selection can be presented to the board during the Spring Meeting instead of waiting until the Executive Board Summer Meeting. The 2027 Winter Meeting is scheduled to be held Jan 25th through 29th. Madeline thought it would be nice if CDOT hosted and invited everyone to Denver. The committee accepted and decided to propose Denver CO for this meeting. 2027 Summer Meeting is scheduled to be held July 19th through 23rd. Adam said that ODOT would be able to host. He suggested the Hyatt Place Portland Airport as the venue. It has great amenities and a lot of eating establishments nearby. <i>D B Consulting will assist in coordinating ground travel for arrival in Seattle.</i> <i>Misty will present the proposed venues for 2027 QAC meetings to the Executive Board.</i>	D B CONSULTING MISTY MINER

WAQTC Developed Test Methods

WAQTC TM 1; Determining the Percentage or Fracture in Coarse Aggregate

Adopted by AASHTO in 2009 – Currently *AASHTO T 335, Determining the Percentage or Fracture in Coarse Aggregate*

WAQTC TM 2; Sampling Freshly Mixed Concrete, currently in use in CTT

WAQTC TM 3; Sample Preparation for and Calibration of Nuclear Asphalt Content Gauges and

WAQTC TM 4; Asphalt Binder Content of Bituminous Mixtures by the Nuclear Method

Both adopted by AASHTO in 2015 – Currently *AASHTO T 355; Asphalt Binder Content of Asphalt Mixtures by the Nuclear Methods*

WAQTC TM 5; Reducing Samples of Hot Mix Asphalt to Testing Size

Adopted by AASHTO in 2005 as T 328, changed to a practice in 2008, – Currently *AASHTO R 47, Reducing Samples of Asphalt Mixtures to Testing Size*

WAQTC TM 6; Moisture Content of Bituminous Mixes by Oven

Adopted by AASHTO in 2005 – Currently *AASHTO T 329, Moisture Content of Asphalt Mixtures by Oven Method*

WAQTC TM 7; In-Place Density of Embankment and Base Using the Nuclear Moisture-Density Gauge

Adopted by AASHTO in 2000 – Currently *AASHTO T 310, In-Place Density and Moisture Content of Soil and Soil-Aggregate by Nuclear Methods (Shallow Depth)*

WAQTC TM 8; In-Place Density of Bituminous Mixes Using the Nuclear-Moisture Density Gauge

Adopted by AASHTO in 2015 – Currently *AASHTO T 355, In-Place Density of Asphalt Mixtures by Nuclear Methods*

WAQTC TM 9; Using the Harvard Miniature Compaction Apparatus – discontinued in 1999

WAQTC TM 10; Temperature of Freshly Mixed Portland Cement Concrete

Adopted by AASHTO in 1999, removed in 2012, reinstated in 2015 – Currently *AASHTO T 309, Temperature of Freshly Mixed Portland Cement Concrete*

WAQTC TM 11; Sampling Hot Mix Asphalt (HMA) After Compaction (Obtaining Cores)

Adopted by AASHTO in 2015 – Currently *AASHTO R 67, Sampling Asphalt Mixtures after Compaction (Obtaining Cores)*

WAQTC TM 12; Sampling and Fabrication of 50-mm (2-in.) Cube Specimens Using Grout (Non-Shrink) or Mortar

Adopted by AASHTO in 2014 – Currently *AASHTO R 64, Sampling and Fabrication of 50-mm (2-in.) Cube Specimens Using Grout (Non-Shrink) or Mortar*

WAQTC TM 13; Volumetric Properties of Asphalt Mixtures, currently in use in AsII TT

WAQTC Developed Test Methods

WAQTC TM 14; Laboratory Prepared Asphalt Mixture Specimens, currently in the FOP Library

WAQTC TM 15; Laboratory Theoretical Maximum Dry Density of Granular Soil and Soil/Aggregate, currently in the FOP Library

WAQTC TM 16; Determining the Percentage of Flat and Elongated Particles in Coarse Aggregate, currently in the FOP Library

WAQTC TM 17; Determination of Theoretical Maximum Dry Density of Granular Soil and Soil/Aggregate for Use as a Density Standard – currently in the FOP Library may be archived in 2026

2026 QAC Winter Meeting Action Items

QAC Member Follow Up

Misty Miner

- Present AASHTO revision proposals to the board during the Executive Board Summer Meeting
- Present the proposed venues for 2027 QAC meetings to the Executive Board

Gilbert Arredondo

- Coordinate with UDOTs' task force members on AASTHO R 100
- Review ACI-CFT certification methods and report to the QAC

Dan Gettman

- FOP for AASHTO R 64 - draft the Performance Exam Checklist for distribution before the QAC 2026 Summer Meeting.

Sharon Taylor

Mark Willoughby

- Review ACI-CFT certification methods and report to the QAC

Isabelle Panos

- Draft Performance Exam Checklist revisions for the FOP for AASHTO T 84 (completed during meeting)
- Send Dan the Performance Exam Checklist for FOP for AASHTO R 64 (completed during meeting)
- Follow up with the negative vote in Idaho and let the QAC know if there is something WAQTC can do to help them understand the proposed revisions

Adam Rose

- Draft revisions to the FOP for AASHTO T 310 and T 355 for the 2026 Summer Meeting
- Review the FOP for AASHTO T 119 for possible revisions

Madeline Enright

- Coordinate with CDOTs' task force members on AASHTO R 100

D B Consulting Follow Up

- Schedule action item follow up and reminders.

2026 QAC Winter Meeting Action Items

- Develop a list of TS 1c standards that have an oven.
- Verify 2023 proposed revisions to AASHTO T 166 are balloted.
- Track progress of the AASHTO T 27 and T 30 harmonization effort.
- Report on drafted revisions for T 312 in the library during the Summer Meeting.
- Verify approved 2025 proposed revisions are published
- Ask Mike Wagner to present the numerous revisions to R 18 during the 2026 Summer Meeting
- Revise 'Proposals to AASHTO Standards Process'
- Compile a list of TS voting members from member agencies.
- Add the QR code to the 'Benefits of Becoming a Member' handout and the brochure
- Assist in coordinating ground travel for arrival in Seattle

Training materials

- Review the FOP for AASHTO T 119 for possible revisions
- Verify the 2026 AASHTO Standard R 64 matches the FOP.
- Draft the final revisions to the Embankment & Base/ In-place Density written exams for the 2026 Summer Meeting.
- Keep track of the 'Question Bank' for future availability.
- Draft revisions in the WAQTC Style Guide to cover the terminology sections
- Develop a new format for the student training documents for review during the 2026 Summer Meeting.
- Upload training materials to the WAQTC QAC Shared folder on OneDrive to share with Adam

Draft FOP revisions for the Summer Meeting

- FOP for AASHTO R 90, Sampling Aggregate Products
- FOP for AASHTO T 27/T 11, Sieve Analysis of Fine and Coarse Aggregates and Materials Finer Than 75- μ m (No. 200) Sieve in Mineral Aggregates by Washing
- FOP for AASHTO 97, Sampling Asphalt Mixtures
- FOP for AAASHTO R 75, Developing a **Family of Curves** using Soil Moisture-Density Relations
- FOP for AASHTO T 272, One-Point Method for Determining Maximum Dry Density and Optimum Moisture

2026 QAC Winter Meeting Action Items

- FOP for AASHTO T 351, Visual Stability Index (VSI) of Self-Consolidating Concrete (SCC)
- Draft revisions in the terminology sections of the FOPs, bolding the term followed by an 'em' dash

FOP Library Revisions

- FOP for AASHTO T 84, Specific Gravity and Absorption of Fine Aggregate
- FOP for AASHTO T 89 Liquid Limit
- WAQTC TM 14, Asphalt Mixture Laboratory Prepared Test Specimen

Organizational Document

- WAQTC Style Guide will be updated to match the AASHTO Style Manual references
- Revise the Administration Manual and RPIH accordingly with the new title of R 75

Kryterion

- Meet with Madeline and Mark about Kryterion exams

Website

- Follow up on the action items with Sharon and Gilbert
- Completed Items lists will be uploaded to the website

Summer Meeting Agenda Items

- Archive WAQTC TM 14, Asphalt Mixture Laboratory Prepared Test Specimen
- FOP for AASHTO T 310 and T 355 gauge positioning

2026 QAC Winter Meeting Action Items

AASHTO Revision Proposals

Prepare AASHTO proposed revisions for Misty to present to the Board

T 89. Determining the Liquid Limit of Soils

- Section 2 – Remove oven and thermometer references
- Section 3.8 – Change to read, 'An oven conforming to the requirements of T 265.'
- Section 3.8 – Remove additional requirements for the oven
- Revise throughout to 'active voice'
- Break paragraphs into individual steps throughout
- Use 'soil cake' throughout, this has variously been called: 'soil,' 'soil sample,' 'soil pat,' etc.
- Revise use of the term 'shocks' to 'blows' for consistency, these terms were used interchangeably
- Include all the steps required in Sections 11 and 12

T 90, Determining the Plastic Limit and Plasticity Index of Soils

- Remove Section 3.6, the oven is included in T 265
- Remove Note 2, the thermometer used to monitor the oven temperature should also be removed
- Section 6.4, break into individual steps, creating two additional sections and two subsections.
- Add 'Oven—An oven conforming to the requirements of T 265'.

T 106, Compressive Strength of Hydraulic Cement Mortar (Using 50-mm or 2-in. Cube Specimens)

- Section 5.9.2 revise [2.83 and 3¹/₈ in.]' to '[2.83 and 3.13 in.]'.

T 119, Slump of Hydraulic Cement Concrete – TS 3b

- Step 5.1. *Mold*, remove 'instead of the one shown,' there is no base plate shown in the figure.
- Step 7.1, add (in red), 'Dampen the inside of the mold and **nonabsorbent base or base plate**.'
- Create a new Step 7.2 with the remaining portion of 7.1 and change to read, 'Place **the base or base plate** on a **stable**, rigid, surface that is level and firm.'

T 121, Density (Unit Weight), Yield, and Air Content (Gravimetric) of Concrete – TS 3b

- Add Step 7.7.2.6, 'After each layer is vibrated, tap around the perimeter of the measure smartly 10 to 15 times with the mallet using such force so as to close

2026 QAC Winter Meeting Action Items

any voids left by the vibrator and to release any large bubbles of air that may have been trapped.'

T 255, Total Evaporable Moisture Content for Aggregates – TS 1c

- Add PP 97, Determining Constant Mass to Section 2, Referenced Documents
- In Step 7.4, change 'is thoroughly dry' to 'has reached constant mass.'
- At the end of Step 7.4 add, 'For information on determining length of time for further heating to determine constant mass, see PP 97.'

T 272, One-Point Method for Determining Maximum Dry Density and Optimum Moisture – TS 1b

- Add T 310, In-Place Density and Moisture Content of Soil and Soil-Aggregate by Nuclear Methods (Shallow Depth), to Section 2 Referenced Documents
- Step 6.1 add reference to T 310

T 310, In-Place Density and Moisture Content of Soil and Soil-Aggregate by Nuclear Methods (Shallow Depth) – TS 1b

- Expand Note 5 to include the tolerances between two readings
- Add Note 6, 'Additional adjacent material may be needed to establish a full soil moisture-density relation according to T 99 or T 180.'

Items for the Executive Board Spring Meeting Agenda

- Status of *PP 97, Determination of Constant Mass*
- 'Proposals to AASHTO Standards Process'
- AASHTO T 85 does not define 'substantial' in Section 7.2
- Strategic Plan recommendations