

**WVDOH Standards Committee Meeting  
Meeting Minutes**

**Tuesday, June 2, 2026**

**Meeting Location: 190 Dry Branch Drive, Charleston, WV**

The meeting was held both in person and virtually via Google Meet.

**Important Announcements**

Next Meeting: **August 4, 2026**

Deadline for Submission: **July 7, 2026**

Deadline for Comments: **July 31, 2026**

**Voting Members in Attendance:**

Contract Administration Division: Russell Kees

Engineering Division: Katie Hastings

MCS&T Division: Dan Brayack

Operations Division: Dohn E. Lough

Traffic Engineering Division: Josh Hemsworth

**Old Business:**

ITEM	Champion
<p><b>4<sup>th</sup> time to Committee. Discussed in December, February, April, and June</b></p> <ul style="list-style-type: none"> <li>• DD-644-<i>Asphalt Pavement</i></li> <li>• DD-646-<i>Pavement Design Guide</i></li> <li>• DD-647-<i>Life-Cycle Cost Analysis for Pavement Design</i></li> <li>• DD-648-<i>Alternate Design and Alternate Bidding of Pavements</i></li> </ul> <p>The revisions include updated links, reference documents, and adds new standards for pavement design. Revision adjusts analysis periods to reflects recent updates to AASHTO 93. These items have been revised to address comments and incorporate language for the LCCA report since the last meeting.</p> <ul style="list-style-type: none"> <li>• <u>Notes:</u> <ul style="list-style-type: none"> <li>○ <b>DD-644:</b> Industry comments recommended revising the subsection title from “Polymer Modified Asphalt (PMA) or Non-Standard Grade” to “Polymer Modified Asphalt (PMA).” An additional comment suggested moving a sentence from the Lift Thickness Recommendations section to the Bottom Courses section to improve clarity for designers. Industry also questioned whether Note 2 in the Lift Thickness Table was still necessary, given that the 1-inch minimum thickness requirement has been removed. The Champion agreed with the industry comments and approved the DD with the proposed revisions.</li> <li>○ <b>DD-646:</b> No comments were received during this meeting or the previous meeting. The DD was approved as presented.</li> <li>○ <b>DD-647:</b> Industry comments included revising the paragraph referencing the LCCA report and adding language to Section 40 to incorporate accepted industry practices at the end of a sentence.</li> </ul> </li> </ul>	<p>K. Welch</p>

<p>The Champion agreed with the comments and decided to table DD-647 until the next meeting for further review.</p> <ul style="list-style-type: none"> <li>○ <b>DD-648:</b> Language was added to the DD referencing the LCCA Report, which is a new business item. The DD was tabled to allow for any changes to the new business item before the next meeting.</li> </ul> <ul style="list-style-type: none"> <li>● <b>DD-644 was approved with proposed changes by a 5-0 vote.</b></li> <li>● <b>DD-646 was approved by a 5-0 vote.</b></li> <li>● <b>DD-647 and DD-648 were TABLED during the meeting and will return for discussion and potential vote in August.</b></li> </ul>	
<p><b>2<sup>nd</sup> time to Committee. Discussed in April and June</b></p> <ul style="list-style-type: none"> <li>● <i>DD-105-Publication Development and Approval Process</i></li> </ul> <p>The revision clarifies the work and standard operating procedures for the Publications Section following the reorganization and other departmental changes. This item has been updated since the last meeting separating the publication type and committee structures for Standards and Manuals.</p> <ul style="list-style-type: none"> <li>● <u>Notes:</u> <ul style="list-style-type: none"> <li>○ FHWA inquired whether the intent was to separate the Manuals Committee into its own meeting. The DOH and Champion clarified that the Manuals Committee has always been a separate meeting but is typically held on the same day as the Standards Committee meeting due to the limited number of business items. FHWA also asked whether DD-105 addressed previous questions regarding Special Provisions and FHWA concurrence. The Champion tabled the item and plans to contact FHWA for further clarification. Any updates will be presented at the next meeting.</li> </ul> </li> </ul> <ul style="list-style-type: none"> <li>● <b>DD-105 was TABLED during the meeting and will return for discussion and potential vote in August.</b></li> </ul>	<p>S. Boggs</p>
<p><b>2<sup>nd</sup> time to Committee. Discussed in April and June</b></p> <ul style="list-style-type: none"> <li>● <i>DD-622- Intersections on Rural Divided Highways</i></li> <li>● <i>DD-625- Interchange Warrants</i></li> </ul> <p>The revision updates references to outdated 2011 AASHTO’s A Policy on Geometric Design of Highways and Streets to the current 2018 edition, ensuring alignment with the latest national geometric design standards. DD-622 has been updated since the last meeting, this includes a minor changing of a straight through arrow to a right turn pavement arrow on page 3.</p> <ul style="list-style-type: none"> <li>● <u>Notes:</u> <ul style="list-style-type: none"> <li>○ Comments were received from FHWA and Engineering Division. FHWA inquired whether the content aligns with the 2018 AASHTO Green Book. Both agreed that DD-622 is outdated, and Engineering Division proposed forming a working group to update DD-622 and review DD-625.</li> </ul> </li> </ul> <ul style="list-style-type: none"> <li>● <b>DD-622 and DD-625 were TABLED during the meeting and will return for discussion and potential vote in August.</b></li> </ul>	<p>S. Boggs</p>

<p><b>2<sup>nd</sup> time to Committee. Discussed in April and June</b></p> <ul style="list-style-type: none"> <li>• DD662- <i>Guardrail</i></li> </ul> <p>The revision reflects coordination between WVDOH and FHWA and is intended to ensure that adequate grading is completed prior to terminal installation so that these systems function as designed.</p> <ul style="list-style-type: none"> <li>• <u>Notes:</u> <ul style="list-style-type: none"> <li>○ The Engineering Division requested to review this DD along with DD-622 and DD-625, prior to the next meeting.</li> </ul> </li> <li>• <b>DD-662 was TABLED during the meeting and will return for discussion and potential vote in August.</b></li> </ul>	S. Boggs
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**New Business:**

ITEM	Champion
<p><b>1<sup>st</sup> time to Committee</b></p> <ul style="list-style-type: none"> <li>• Life Cycle Cost Analysis (LCCA) Report</li> </ul> <p>The LCCA report evaluates the long-term economic efficiency of competing pavement design alternatives (asphalt vs. concrete) in accordance with FHWA guidelines. Specifically, the report demonstrates the methodology used to calculate the Net Present Value of Future Costs (C-factor). The report will be incorporated into DD-647 and DD-648, reviewed and approved annually, and published on the Publications Page. This effort is being completed at Management's request.</p> <ul style="list-style-type: none"> <li>• <u>Notes:</u> <ul style="list-style-type: none"> <li>○ The Champion introduced the item. No comments were received.</li> </ul> </li> </ul>	S. Boggs

**WVDOH Manuals Committee Meeting  
Tuesday, June, 2026**

**Meeting Location: 190 Dry Branch Drive, Charleston, WV**

Also meeting virtually via Google Meet. Email distribution includes instruction.

**Old Business:**

ITEM	Champion
<p><b>2<sup>nd</sup> time to Committee. Discussed in: April and June</b></p> <ul style="list-style-type: none"> <li>• <b><i>Drainage Manual – Chapter 6: Ditches</i></b></li> </ul> <p>This is an update to Chapter 6 Ditches. The revision incorporates the changes implemented by the “Technical Engineering Memo – Driveway Conduit Placement” issued January 2023</p> <ul style="list-style-type: none"> <li>• <u>Notes:</u> <ul style="list-style-type: none"> <li>○ No comments were received since the last meeting. The Champion gave an overview of the update.</li> </ul> </li> <li>• <b>Drainage Manual – Chapter 6: Ditches was approved by a 5-0 vote.</b></li> </ul>	D. Holmes

**New Business:**

ITEM	Champion
<p><b>1<sup>st</sup> time to Committee</b></p> <ul style="list-style-type: none"> <li>• <b><i>Construction Manual: Section 110 – Change Orders</i></b></li> </ul> <p>The revision makes changes to ensure cohesive communication between FHWA, the WVDOH, and the project during the review and approval procedure by outlining the chain of command.</p> <ul style="list-style-type: none"> <li>• <u>Notes:</u> <ul style="list-style-type: none"> <li>○ No comments were received since the last meeting. The Champion gave an overview of the update and noted it was revised with FHWA input.</li> </ul> </li> </ul>	D. Jarvis

## Attendees List

<b>In Person Meeting Attendees</b>		
1.	Janie Adkins	EGIS
2.	Steve Boggs	EGIS
3.	Dan Brayack	WVDOH– Materials Control, Soils and Testing Division
4.	Jason Bryan	WVDOH – Operations Division
5.	Jacinda Chapman	WVDOH – Materials Control, Soils and Testing Division
6.	Donn Cyrus	WVDOH– Materials Control, Soils and Testing Division
7.	Josh Hemsworth	WVDOH – Traffic Engineering Division
8.	Kristy Huffman	WVDOH– Materials Control, Soils and Testing Division
9.	Russell Kees	WVDOH – Contract Administration
10.	Raymond Keith	WVDOH– Materials Control, Soils and Testing Division
11.	Doug Kirk	Deputy State Highway Engineer Environmental Compliance
12.	Dohn E. Lough	WVDOH – Operations Division
13.	Mike Mance	WVDOH– Materials Control, Soils and Testing Division
14.	Calvin Ratchford	WVDOH – Materials Control, Soils and Testing Division
15.	Josh Reese	WVDOH – Materials Control, Soils and Testing Division
16.	Chad Robinson	GFT
17.	Ian Shaffer	WVDOH – Materials Control, Soils and Testing Division
18.	Kyle Stollings	Potesta and Associates
19.	Andrew Thaxton	WVDOH – Materials Control, Soils and Testing Division
20.	Kimberly Trent	WVDOH – Operations Division
<b>Virtual Meeting Attendees</b>		
21.	John Crane	APAWV/CAWV
22.	Matt Crum	WVDOH – Deputy State Highway Engineer Construction
23.	Jerry Elkins	Terradon
24.	Adam Gonzales	WVDOH – Contract Administration
25.	Katie Hastings	WVDOH – Engineering Division
26.	Darrin Holmes	WVDOH – Engineering Division
27.	Shawn Jack	WVDOH – Materials Control, Soils and Testing Division
28.	Daniel Jarvis	WVDOH – Contract Administration
29.	Andy Kincell	Ascent WV
30.	Ahmed Mongi	HDR
31.	Kiana Welch	WVDOH – Materials Control, Soils and Testing Division
32.	Jamie Williams	HNTB
<b>32</b>	<b>Total Recorded Attendees</b>	