

**Materials Procedures (MP) Committee Meeting Notes**  
**February 19, 2025**

**Start Time:** 10:00AM

**Location:** : MCS&T (Conference Rm.) - 190 Dry Branch Drive, Charleston, WV 25306 Charleston WV, 25301

**In-Person Attendees:**

Adam Nester, Dan Brayack, Andrew Thaxton, Shawn Jack, Laura Wagner, Gary Mullins, Jason Gum, Calvin Ratchford, Hao Chen, Kiana Kukaua, Adam Boothroyd, Shane Harper

**Online Attendees:**

Adam Gillispie, Charles Ramsey, Donn Cyrus, Jamie Rose, Janie Adkins, John Crane, John Cummings, Matt Crum, Roger Thomas, Shawn Smith, Tanner, Ted Whitmore

**Voting Members:**

MCS&T: Andrew Thaxton

Contract Administration: Shawn Smith

Traffic: Ted Whitmore

Operations: N/A

Technical Support: Janie Adkins

**Old Business:**

1. MP 106.10.50: WVDOH Buy America Acceptance Guidelines  
**TABLED FOR NEXT MEETING**
  - FHWA to remove waiver for manufactured products
  - Tabling until next meeting in case FHWA has additional guidance
  - Updated attachments
  
2. MP 700.04.22: Method for Approving Devices Used for Testing Density and/or Moisture Content of In-Place Material  
**TABLED FOR NEXT MEETING**
  - Champion not present
  - FHWA comment about gauge comparison, look at it more
  - Gauge comparison to nuclear gauge only, how comparing non nuclear to nuclear
  - Shawn: they should be similar if referencing an AASHTO
  - John Crane: nothing new to add
    - If the DOH is using non nuclears, and the QC is using nuclear, a better definition is necessary
  - Most likely won't be implementing non nuclear gauge anytime soon but this opens up the possibility
  
3. MP 212.02.20: Procedure For Determining a Reduced Unit Price to Be Paid For Select Material For Backfilling Which Does Not Conform To Grading Requirements Of Governing Specifications

**VOTED AND PASSED**

MCS&T: Y

Contract Administration: Y

Traffic: Y

Operations: N/A

Technical Support: Y

- FHWA comments, tables named correctly
- Rewording with nonconformance time

4. MP 718.00.00: Sewer and Waterline Materials Procedure

**VOTED AND PASSED**

MCS&T: Y

Contract Administration: Y

Traffic: Y

Operations: N/A

Technical Support: Y

- Formatting and unit edits

5. MP 715.14.01: Quality Assurance of Laminated Elastomeric Bridge Bearing Pads with Internal Shims

**VOTED AND PASSED**

MCS&T: Y

Contract Administration: Y

Traffic: Y

Operations: N/A

Technical Support: Y

- Parameters directly concur with the referenced specification
- Notarization needs a signature
- One of the sections is blank

6. MP 401.02.29: Guide For Quality Control and Acceptance Requirements for Superpave Asphalt Mixtures

**VOTED AND PASSED**

MCS&T: Y

Contract Administration: Y

Traffic: Y

Operations: N/A

Technical Support: Y

- Nothing to add, comments were addressed reasoning and benefits of VFA
- Don't want to penalize twice for something

7. MP 100.00.00: Preparing Materials Procedures

**VOTED AND PASSED**

MCS&T: Y

Contract Administration: Y

Traffic: Y

Operations: N/A

Technical Support: Y

- No additional comments, difference between should and shall

8. MP 109.00.22: Procedure for the Submission and Documentation of Quality Control Test Results

**VOTED AND PASSED**

MCS&T: Y

Contract Administration: Y

Traffic: Y

Operations: N/A

Technical Support: Y

- Comments, what happens if it get rejected
- Contractor submits to DOH
- If rejected, clock stops, if rejected again so on

**Editorial Edits:**

1. None

**New Business**

1. MP 307.00.50: Guide for Quality Control and Acceptance Plans for Subgrade, Base Course, and Aggregate Items
  - Champion Not Present
  - Adding trail surface aggregate sampling and testing
2. MP 679.02.99: Calibration of Concrete Continuous Mobile Mixer
  - Calibration procedure for volumetric mobile mixers for concrete
  - Are there any documents used for reference?
3. MA-1: Operating and Emergency Procedures for Nuclear Gauges
  - Champion Not Present
4. ML-25: Procedure for Monitoring the Activities Related to Sieve Analysis of Fine and Coarse Aggregate
  - Champion Not Present
  - Reconfirmation, no change
  - 3.3 format error
5. MP 711.03.23: Mix Design for Portland Cement Concrete
  - Replaced the rapid chloride permeability test with resistivity
  - Sam testing is to only be used for mix design approval

6. MP 601.00.49: Method of Test for Determining the Condition of Concrete Bridge Decks
  - Based on historical practices within the DOH
  - Surface bridge deck condition survey operating procedures
  
7. MP 700.00.54: Procedure for Evaluating Quality Control Sample Test Results with Verification Sample Test Results
  - Similarity, check 10 QC with QA
  - Went for reconfirmation and was more of a rewrite
  - Added cylinders
  - Remove VFA for superpave
  
8. MP 106.03.50: General Information Guide for Technician and Inspector Certification Program (TICP)
  - Some comments incorporated
  - Reference for reciprocity
  - Certification classes that do not have classes will be labeled as certifications
  - Added PCC Inspector, accepting IA as practicals for DOH
  - Changing certification to 5 years and incorporating apprenticeship
    - Would like a form for work experience to limit versions
    - Will the apprenticeship program be included for all the certifications? YES
    - 3 to 5 years is also for recertification
  - How will this be flushed out more between now and next meeting

**Next Meeting:**

**New or Updated MPs due to the MP Chair 2-weeks before the next meeting:** March 26, 2025

**Meeting Time/Date:** April 16, 2025

**Meeting Location:** MCS&T Conference Meeting

**Online Meeting:** Google Meet Video Conference (Link TBD)