



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

MICHAEL F. EASLEY  
GOVERNOR

LYNDO TIPPETT  
SECRETARY

February 27, 2006

**MEMO TO:**

Jim Babcock	Chris Howard
Jonathan Bivens, PE	Berry Jenkins, PE
Peter Bolton	Dennis Jernigan, PE
Scott Capps, PE	Robert Memory
CA Gardner, PE	Robby Ross
Brad Hibbs, PE	Michael Taylor
Dave Hinsley	

**FROM:** Meredith McDiarmid, PE, Work Zone Traffic Control Project Engineer

**SUBJECT:** Minutes for Meeting on Work Zone Certification Program

The above listed met on February 15, 2006 at 10am in the Century Center Work Zone Traffic Control Conference Room in Raleigh to discuss requirements of a Work Zone Certification Program. **Action items are recorded in bold.**

The first item of discussion was the contracting industry's general comments about the effect a Work Zone Certification Program would have on the NCDOT. The industry feels the introduction of a certification program transfers risk and liability to the certified individual and their employer. They also expressed their concern over the cost associated with a certification program. One representative stated that a utility company in Pennsylvania estimates that their additional administration and training expenditures increased as much as 25% as a result of certification requirements. Lastly, the industry was concerned about the enforcement of a certification program. Without enforcement, the committee agreed a certification program would only punish companies that are already training their employees about work zone safety. Others would go about their business as usual without consequences being enforced. With the current NCDOT climate, they feel there would be no additional enforcement efforts made with our current compliment.

These issues forced the group to brainstorm about ideas that would accomplish our original goal to reduce crashes and injuries in the work zones of North Carolina. The committee agreed that work zone safety training would be at the core of any successful crash reduction efforts. It was also suggested that the most successful training would be on a Division level. The industry feels the Department should arrange to make training similar to the Work Zone Traffic Control Rodeo available for each Division and the contractors in that Division.

The committee agreed to pursue the concept of having contract requirements for training as a pre-qualification requirement. That would force the prime contractors to work with their subcontractors to participate in proper training since they would be ultimately responsible for the contract training requirements. It would not be a certification requirement of the individual. It would put the responsibility on each contractor that did work on a particular project.

The same would go for anyone applying for an encroachment agreement with the Department. Although State Road Maintenance did not think Encroachment Agreement training requirements would work as smoothly, they did suggest keeping track of OSHA citations and NCDOT documented violations. Once a company received 2 or more citations and/or violations, they would be denied an encroachment agreement without further work zone safety training.

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**LOCATION:**  
CENTURY CENTER COMPLEX BUILDING B  
1020 BIRCH RIDGE DRIVE  
RALEIGH, NORTH CAROLINA 27610

In an effort to determine the exact training requirements, the following assignments were made:

**AGC (Berry Jenkins, Jonathan Bivens, Michael Taylor, and Peter Bolton) will propose training requirements for both prime contractors and subcontractors for the following categories:**

Work Zone Traffic Control Supervisor  
Work Zone Traffic Control Installer  
Work Zone Flagger

**State Road Maintenance & Utility Coordination (Scott Capps, Robby Ross, and Robert Memory) will propose training requirements for Encroachment Agreement Contractors for the following categories:**

Work Zone Traffic Control Installer  
Work Zone Flagger

**Utility Coordination & Utility Contractors (Robert Memory and Mike Hinsley) will propose training requirements for Utility Contractors (may or may not be the same as for Encroachment Agreement Contractors) for the following categories:**

Work Zone Traffic Control Installer  
Work Zone Flagger

**These groups are to submit these proposals to Meredith no later than March 24<sup>th</sup>.**

The group agreed to continue to meet to address these and other issues. Please review these minutes and bring all your comments to the next meeting on **March 29, 2006** at 10:00am in the **Traffic Control Conference Room** in the Century Center in Raleigh.

If you have questions or comments on these minutes, feel free to contact me at (919) 250-4159.

MMM

cc:

Victor Barbour, PE  
Stuart Bourne, PE  
Tawana Brooks, PE  
Steve DeWitt, PE

Allen Gray  
Kevin Hicks  
David Hurley  
Jim Lowry

Sorrell Saunders  
Joe Simpson  
Jimmy Travis, PE  
Brad Wall, PE