



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

MICHAEL F. EASLEY
GOVERNOR

LYNDO TIPPETT
SECRETARY

June 12, 2006

MEMO TO:

Jim Babcock	Mark Johnnie
Kenny Boggs	Barlow Lee
CA Gardner, PE	Robby Ross
Joe Geigle, PE	Michael Taylor
Dave Hinsley	Brad Wall, PE
Chris Howard	Tom Werner, PE, CHMM

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

SUBJECT: Minutes for Meeting on Work Zone Certification Program

The above listed met on June 7, 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 minutes to the previous meeting were thoroughly reviewed for the benefit of new attendees. There were no corrections.

Comments that were received from industry and NCDOT were provided and reviewed. Resulting discussion involved details of the program that are yet to be determined (i.e. whether cards will be issued, who would issue them, etc.). Those comments will be considered when the specific details are discussed in the near future.

Draft Training and Qualification requirements were provided to new attendees. **All attendees are to send all comments on these draft requirements to Meredith McDiarmid by June 21st.** After incorporating those comments as necessary, the draft will become final.

Meredith McDiarmid will draft a protocol for the levels of requirements (could a WZTC Supervisor count as a WZTC Installer, could a WZTC Installer count as a WZTC Flagger, etc.) by the next meeting.

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RALEIGH, NORTH CAROLINA 27610

The committee discussed possible training avenues one could use to get qualified under this program. Three options that were considered were NCDOT's Work Zone Traffic Control Rodeo, the American Traffic Safety Services Association (ATSSA) and the Institute for Research and Education (ITRE) as existing training entities that may meet the training demands. **Meredith McDiarmid will analyze the WZTC Rodeo and determine if the NCDOT will be able to adjust the course to meet the need. Meredith will also contact both ATSSA and ITRE, provide our draft Training Requirements, and ask them if they will be able to meet our training demands.** Once it is determined when there will be training available, the committee will more likely know when this program will be able to be implemented.

The last topic of discussion was the development of a marketing plan for the program. It was agreed a notice to bidders would be included in contracts. A notice would also go with all encroachment agreements to give them ample notice of qualification requirements on the horizon. The committee is committed to introducing the program in a fashion that would allow companies to comply within a reasonable time frame.

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 July 26, 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
Jonathan Bivens, PE
Peter Bolton
Stuart Bourne, PE
Tawana Brooks, PE
Scott Capps, PE
Steve DeWitt, PE

Allen Gray
Brad Hibbs, PE
Kevin Hicks
David Hurley
Berry Jenkins, PE
Dennis Jernigan, PE

Jim Lowry
Robert Memory
Joe Simpson
Jimmy Travis, PE
David West
Benita Witherspoon