NTPEP GTX Quarterly Conference Call Minutes - 08/27/2013

Participants: Katheryn Malusky - AASHTO; Andrew Aho - GMA; Joel Sprague - TRI; Sam Allen – TRI; Peter Kemp – WI; Ed Hughes – IL; Jim Curtis – NY; Tom Burnett – NY; Mark McDaniel-TX; Davis Taylor (Thracelinq)

Agenda:
1. Update on NTPEP Audits
2. Memo to be sent to participating prime manufacturers/private labelers
3. Private label product data in DataMine
4. NC DOT requiring manufacturers to participate in NTPEP
5. TC Member needed to volunteer to review data after TRI enters it in DataMine
6. Update on REGEO reports
7. Open Discussion

Agenda Item #1: Update on NTPEP Audits

Katheryn Malusky (KM):
- Audit going smoothly w/ Primes & Private suppliers
- Privates need to wait for Prime’s audit to be completed
- Some new Primes coming on board
- Privates now coming on board

Andrew Aho - GMA (AA):
- GMA pleased w/ Audit’s progress – going more quickly that they thought it would. Also mention of latest version of AASHTO M-288.
- GMA’s survey of States re: acceptance of Audit Program will be released when completed.

KM:
- Changes to M-288 going to ballot soon.

Agenda Item #2: Memo to be sent to participating prime manufacturers/private labelers

KM:
- Joel & Sam (TRI) drafted memo to Primes re: Audit – will be sent to TC first for review/comments.

Joel:
- Memo will address the focus of the 2nd year of the Audit Program, to include:
  1. Complete labeling,
  2. UV testing – will clarify policy to match the GTX Work Plan (UV on lightest of Product line, at least),
  3. Printing on fabric – needs Audit results and Manufacturer’s code first (after 8/1),
  4. Statistical items:
a) Emphasize number of specimens/test needed, per M-288 and specific test procedures,
b) Sampling frequency required to develop MARVs.

5. Split-sample data turn-around time: need to be more rigorous on Manufacturers’ data.

6. Private Labelers sampling: How to proceed with situations such as Multiple warehouses – how to handle? Any ideas from States? (no responses).

KM – It would be ideal to conduct the audit where paperwork is kept. What are the States doing regarding products originating from distribution centers?

Pete Kemp - WI (PK): We test products that come to the DOT projects.

Ed Hughes -IL: Illinois does the same.

PK: Do we need to audit the distribution centers? We’re already auditing the manufacturers.

Joel: There is a need to nominally double check to make sure things are getting in the system. The Work Plan includes a nominal amount of sampling/testing.

Private Labelers sometimes don’t take possession of the material; it goes directly to the project. Can do one of three things:
   1. Sample material in audit location,
   2. Arrange site visit – random sampling,
   3. Multiple warehouses – randomly pick one.

Private Labelers have extensive systems set up to track products – where they’re from, where they’re going, from whom they were purchased, Prime manufacturer’s Lot number. Haven’t had much trouble with traceability yet.

Sam Allan-TRI (SA): The key issue is traceability – Originator’s packing list.

**Agenda Item #3: Private label product data in DataMine**

KM:
- In the Module in DataMine, there will be a box for Prime’s ID code. Only States will see who Prime is.
- Next DataMine version will automatically link Prime data to P.L.
- Two P.L.’s audited thus far.

**Agenda Item #4: NC DOT requiring manufacturers to participate in NTPEP**
KM:
- NCDOT requires manufacturers to participate in NTPEP in order for their products to be considered for use in NCDOT’s projects.

Jim Curtis – NY (JC): New York also requires that any material of the NYSDOT Approved List of Geotextiles must first be evaluated by NTPEP.

Andrew Aho - GMA: Requested JC to provide a link to NYSDOT Approved List – done.

**Agenda item #5: TC Member needed to volunteer to review data after TRI enters it in DataMine**

KM:
- Would someone like to volunteer to check TRI’s data entry in DataMine before releasing it to the Manufacturers?

JC: NYSDOT will do it.

KM:
- Talked about putting split-sample results in DataMine. Must think about best way to do this.

**Agenda Item #6: Update on REGEO reports**

KM:
- Too many manufacturers not re-submitting their products at the end of the cycle. Consequently, they’re being removed from the list. A letter is being drafted to send to the manufacturers. Hopefully, it will result in action by the manufacturers.

**Agenda Item #7: Open Discussion**

No items brought up.

Meeting adjourned