Minutes

1. **Chairman, Jim Swisher called the meeting to order at 1:00PM**
   
   Vice Chair, Jason Davis took the minutes.

**ATTENDEES:**

(The attendee list with email addresses is attached)

**Technical Committee:**

Jim Swisher-Chair \hspace{1cm} VADOT  
Jason Davis- Vice Chair \hspace{1cm} LADOTD  
Jim McGraw \hspace{1cm} MNDOT  
Dave Iverson \hspace{1cm} MNDOT  
Julie Lamberson \hspace{1cm} MODOT  
Derrick Castle \hspace{1cm} KYTC  
Paul Vinik \hspace{1cm} FLDOT  
Chris Howard \hspace{1cm} NCDOT \hspace{1cm} Absent  
Dave Kuniega \hspace{1cm} PADOT  

**Visitors (Sheeting Industry):**

Chris Gaudette \hspace{1cm} Reflexite  
Matt Hills (Ind. Rep.) \hspace{1cm} Avery Dennison  
James C. Hu \hspace{1cm} Nikkalite  
Ellen Harelstad (Ind. Rep.) \hspace{1cm} 3M  
Claudia Andreani \hspace{1cm} Oracal/USA

1. **Introduction of Panel Members**

   Chairman – Jim Swisher
   
   Vice Chair/Secretary – Jason Davis

   Overview of fabrication and testing program in Virginia was presented by Swisher.

2. **Minutes of 2011 Meeting – Orlando, FL and 2010 Conference Calls**

   No issues with minutes from 2010.

3. **Data Mine Taskforce Report**

   - New Data Mine, Version 2.0 in use. Data migrated from 1.0.
   - Still making modifications for ease of use.
   - Swisher recommended all users to experiment with 2.0.
   - DM workshops scheduled for Wednesday.
4. AASHTO Subcommittee on Materials (SOM) Liaison Report
M 268 Balloted and approved in 2010.
Industry has several concerns regarding implementation. ATSSA to prepare formal response to AASHTO. NTPEP not to specify M268 at this time.

5. ASTM Liaison Report by Jason Davis:
   o ASTM D4956-11a Revision available.
   o 2010 version was in error and was revised in the D4956-11a version.
   o Xenon arc artificial weathering has replaced Carbon arc weathering.

6. Old Business
   Industry concerns were discussed. They included:
   a. Testing delays – Outside lab and other DOT labs assistance were mentioned as possible alternatives if testing is delayed.
   b. Retention of old samples - Work plan needs to be revised to require disposition after 7 years.
   c. Tea Table Keys vs LADOTD weathering comparison data (color) was presented by Swisher. No plans to change any test sites.
   d. Describing the “Appearance” /”Comments” in Testing – Industry suggested using terms from ASTM D 4956 - Pitting, Edge Lifting, Curling, Cracking, Scaling, Blistering, Shrinkage or Expansion.

7. New Business

   A. Industry Concerns - 2011

      1. Contingency plans – The Workplan should include alternate labs, tests sites, etc., to handle situations such as lab outages or other delays. For a contingency plan, at what time should the plan be enacted, and how should industry be contacted to notify them of issues?

      2. Industry Representation
         Request to replace Mark Kleinschmit with Matt Hills.
         Request to replace Fuat Aktan with Ellen Harelstad.

      3. Annual review and update of Work Plan.
         Industry would like to review any changes to Work Plan prior to it being balloted

      4. Inclusion of test instrumentation in Data Mine.
         Industry would like for the instrumentation to be listed in Data Mine as well as the Project Work Plan.
5. Data Integrity - Industry would like:
   a. Round Robin data published.
   b. Labs to accredited by AASHTO.
   c. Test data to be verified by third party (NIST).

6. Industry would like for “Lab” or “Raw Sheeting” testing to be conducted per ASTM requirements (testing on the 8 x 8 inch size sheeting) instead of the 4 x 12 inch size. Swisher raised the concern about the significance of 8 x 8 inch over 4 x 12 inch and would like for industry to present data to support their request.


8. Use of Graphical Interface in Data Mine 2.0 – Industry feels it's not needed.

9. Disposition of old non-mounted sample material - Industry would like for this materials to be disposed of after 3-year outdoor testing is complete.

B. Open Discussion

1. SSM 20110 submittal = 31 samples.
   RUP 2011 Submittals = 2 samples.

2. Extended weathering – Several states would like to extend weathering of samples. This data could be used provide more information in meeting the FHWA Minimum Retro Requirement for Signs. Industry did not agree with the extension of the testing.

3. SSM Users Guide - Concerns were raised on adding more information (Color Box) in the Users Guide. Industry to work with TC on Users Guide.

4. Testing 0.5 and 1.0 OBS after weathering – Some states are interested in continuing this testing to help access the retroreflective characteristics of the sheeting. Industry feels that this testing will not provide any additional information on performance.
ACTION ITEMS:

1. SSM to hold additional conference calls on DM 2.0 data entry.
2. Industry to forward concerns on AASHTO M 268 Sheeting Specification to AASHTO/SOM and NTPEP/SSM.
3. Update Work Plan on:
   a. Testing Delays and Actions
   b. Retention and Disposition of Old Weathered Samples and unused Materials.
   c. Descriptions to use in DM 2.0 for “Comments” and “Appearance.”
   d. Provide additional information on Data Integrity.
   e. Provide updated draft Work Plan to Industry for comment.
5. Continue to improve SSM Users Guide.
6. James Sullivan from Mississippi DOT to be added to SSM TC Committee.
# Attendance Sheet

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