**TEAM CHARTER**

**HMA Technical Committee**

**Team Purpose:** The HMA Technical Committee meetings are held to: 1- routinely meet and discuss issues pertaining to the materials and construction of quality HMA pavements, 2- address any issues and concerns with a perspective of technical expertise, and 3- seek solutions that enhance pavement performance combined with economic efficiencies. The HMA Tech Team continuously evaluates new ideas, establishes new standards and accepts challenges to raise the level of product performance.

Products of the meetings include:

* Improved industry’s understanding of the expectations of the department related to HMA pavement construction (specifications, details, and methods),
* Improvements and clarifications to specifications and construction details,
* Industry feedback on proposed specification changes and related difficulties with construction,
* Reduction in contract administration claims resulting from industry having better understanding of department expectations.

**Duration and Time Commitment:** The HMA Technical Committee typically meets quarterly provided there are enough agenda items for a meeting. The meetings are typically held face to face in the Truax office. The meetings are scheduled for 3 hours.

**Member Names and Organization:**

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| --- | --- | --- |
| **Name** | **E-Mail** | **Representing** |
| Adam Albers | [adam.albers@dot.wi.gov;](mailto:adam.albers@dot.wi.gov;) | WisDOT – BTS Lab |
| Alan Rommel | [alan.rommel@dot.wi.gov;](mailto:alan.rommel@dot.wi.gov;) | WisDOT TSS – Chiefs |
| Albert Kilger | [albert.kilger@dot.wi.gov;](mailto:albert.kilger@dot.wi.gov;) | WisDOT – BTS Consultant |
| Ali Arabzadeh | [ali.arabzadeh@dot.wi.gov;](mailto:ali.arabzadeh@dot.wi.gov;) | WisDOT – BTS HMA Sup |
| Brian Jandrin | [brian.jandrin@dot.wi.gov;](mailto:Brian.Jandrin@dot.wi.gov;) | WisDOT – RSO |
| Bryce Cibulka | [bryce.cibulka@dot.wi.gov;](mailto:Bryce.Cibulka@dot.wi.gov;) | WisDOT – NE |
| Carl Johnson | [carlj@starkcorp.us;](mailto:carlj@starkcorp.us;) | Stark Paving Corp |
| Chad Hayes | [chad.hayes@dot.wi.gov;](mailto:chad.hayes@dot.wi.gov;) | WisDOT – BPD Constr. |
| Chris Winiecki | [cwiniecki@neasphalt.com;](mailto:cwiniecki@neasphalt.com;) | Northeast Asphalt |
| Dan Kopacz | [daniel.kopacz@dot.wi.gov;](mailto:Daniel.Kopacz@dot.wi.gov;) | WisDOT – BTS HMA |
| Myungook (MK) Kang | [myungook.kang@dot.wi.gov](mailto:Myungook.Kang@dot.wi.gov) | WisDOT – BTS QA |
| Debbie Schwerman | [deb@wispave.org;](mailto:Deb@wispave.org;) | WAPA |
| Derek Frederixon | [derek.frederixon@mathy.com;](mailto:Derek.Frederixon@mathy.com;) | Mathy |
| Devin Harings | [devin.harings@dot.wi.gov;](mailto:devin.harings@dot.wi.gov;) | WisDOT – NW |
| Erik Lyngdal | [erik.lyngdal@dot.wi.gov;](mailto:Erik.Lyngdal@dot.wi.gov;) | WisDOT – BTS Chief |
| Heidi Peterson | [heidie.peterson@dot.wi.gov;](mailto:Heidie.Peterson@dot.wi.gov;) | WisDOT – SE Freeway |
| James Boggs | [james.boggs@dot.wi.gov;](mailto:James.Boggs@dot.wi.gov;) | WisDOT – SE |
| James Pforr | [james.pforr@dot.gov;](mailto:James.Pforr@dot.gov;) | FHWA |
| Jeff Anderson | [jeffrey.anderson@dot.wi.gov;](mailto:Jeffrey.Anderson@dot.wi.gov;) | WisDOT – BTS HMA |
| Jeremy Barron | [jbarron@walbecgroup.com;](mailto:Jbarron@walbecgroup.com;) | Payne & Dolan |
| Joe Kyle | [joe.kyle@mathy.com](mailto:Joe.Kyle@mathy.com) | Mathy/American Asphalt |
| Justin Hoffman | [jhoffman@pitlikandwick.com;](mailto:jhoffman@pitlikandwick.com;) | Pitlik & Wick |
| Lucas Ward | [lucas.ward@dot.wi.gov;](mailto:Lucas.Ward@dot.wi.gov;) | WisDOT – BoA |
| Mark Sweeting | [mark.sweeting@alltestlab.com;](mailto:Mark.Sweeting@alltestlab.com;) | Wolf Paving |
| Mark Zander | [mark.zander@dot.wi.gov;](mailto:mark.zander@dot.wi.gov;) | WisDOT – BPD |
| Matt Andreini | [matthew.andreini@dot.wi.gov;](mailto:Matthew.Andreini@dot.wi.gov;) | WisDOT – BTS HMA |
| Paul Eggen | [paul.eggen@westwoodps.com;](mailto:Paul.Eggen@westwoodps.com;) | Westwood |
| Richard Barden | [richard.barden@dot.wi.gov;](mailto:Richard.Barden@dot.wi.gov;) | WisDOT – BTS HMA |
| Scott Syron | [scott.syron@dot.wi.gov;](mailto:Scott.Syron@dot.wi.gov;) | WisDOT – SW |
| Signe Reichelt | [smreichelt@behnkematerialsengineering.com;](mailto:smreichelt@behnkematerialsengineering.com;) | Behnke Materials Engineering |
| Steve Bloedow | [sbloedow@rockroads.com;](mailto:sbloedow@rockroads.com;) | Rock Road Co. |
| Taylor Christianson | [taylor.christianson@dot.wi.gov;](mailto:taylor.christianson@dot.wi.gov;) | WisDOT Pavement Engineers |
| Tirupan Mandal | [tirupan.mandal@dot.wi.gov;](mailto:Tirupan.Mandal@dot.wi.gov;) | WisDOT – BTS Agg |
| Travis Kurey | [travis.kurey@murphyinc.org;](mailto:travis.kurey@murphyinc.org;) | MCC Inc. |
| Wendy Maves | [wendy.maves@dot.wi.gov;](mailto:Wendy.Maves@dot.wi.gov;) | WisDOT TSS – Supervisors |

**Support or Resources Needed:**

Resources needed include staff time to prepare, attend, and follow up on action items. In addition, typically the use of the SWR conference rooms or Truax State Police conference rooms up to four times a year. There will also be subcommittee meetings which will use smaller conference rooms.

**Reporting Plans:**

The distribution of meeting minutes as well as related updates to the HMA CMM, Standard Specifications, SPVs and STSPs, and SDDs are reviewed and distributed through the committee typically via email and Box.

**2022/23 Main Goals:**

* Revise PWL program
  + Increase LJD specification requirements
* Consolidate Quality Program to ease use, lessen confusion and mesh with ongoing AASHTOWare effort – including Standard Spec, CMM and STSP Updates
  + QMP overhaul
    - Make the sublot and lot sizes consistent among all the QAPs
    - Calculate PWL instead of averaging method
    - Increase QV testing frequency
* Balanced Mix Design Pilots
  + Decrease the interlaboratory variability
  + Update the SPV from Approach A to Approach C
  + Use Approach A and C for, respectively, 2023 and 2024 pilot projects

**Desired Outcomes:** The desired outcomes of the HMA Technical Committee include:

* Improve industry’s understanding of the of the department’s policies and expectations related to HMA pavement construction and maintenance (specifications, details, and methods),
* Improvements and clarifications to specifications and construction details,
* Reduction in contract administration claims resulting from industry having better understanding of department expectations,
* Assignment of issues and tasks to various sub-committees for resolution,
* New and updates to specifications for HMA pavement construction, and
* Improved understanding by the department of concerns and issues that industry has related to HMA pavement construction.

**Document Storage Location: Meeting minutes are located at:**

From Box : <https://app.box.com/s/x4mofiinpil03nergundgfdvkrwial8l>

Or for older minutes and documents from SharePoint: <https://wigov.sharepoint.com/sites/dot-dtsd/mydtsd/SitePages/UserGroupsAsphalt.aspx>