

**CITY COUNTY PAVEMENT IMPROVEMENT CENTER (CCPIC)  
GOVERNING BOARD MEETING (WEB MEETING)  
MEETING NOTES**

Thursday, 22 August, 2019, 2 to 3 pm

**Chair:** Randy Breault (City of Brisbane), co-Chair: Matt Tuggle (Solano County)

1. Welcome and self-introductions (all)
  - a. Randy Breault welcomed all to the conference call and asked all participants to introduce themselves
  - b. The list of participants is given in attachment 1.
  - c. A number of board members were not able to attend due to schedule conflicts.
  
2. Work plan progress updates:
  - a. Training Update (Laura Melendy, Eduardo Serafin, UCB; John Harvey, UCPRC, Gary Hicks, Ding Cheng, CP2C)
    - o Curriculum and certificate plan. Laura reported on the Certificate Program which is given as attachment 2. The program is for a variety of potential users includes 92 hours of training, and the draft document is now ready for final comment and approval. **Action. The Board members should get their final comments to Laura by September 15, 2019**
    - o Training given. Laura gave an update on the classes given in 2018 and 2019. The only new CCPIC course given was CCA-01 as the other courses were prior ITS courses. Seven classes have been given with a total 328 participants.
    - o New classes being developed. The LCCA course (CCB-02) is now open for enrollment while others will be coming soon. These include courses on PMS and Preservation Strategies (CCB-02), Asphalt Concrete Materials and Mix Design (CCC-01), Pavement Preservation Materials and Treatments (CCC-02), Pavement and Hardscape Construction Inspection (CCC-03), and Pavement Sustainability (CCA-02)
    - o Upcoming scheduled classes. Laura also discussed upcoming schedule classes including CCB-01 on LCCA which will be given on-line in November 2019 as well as ITS courses on Asphalt Pavement Maintenance and Rehabilitation (in person) and Fundamentals of Inspection Practices (in person) to be given this fall. These latter two classes will be replaced by new CCPIC classes in 2020. **Action. Laura to add column showing which courses are new and which are being updated.**
    - o Discussion.
      - Caltrans is interested in all these classes because of their training needs. They are will to support the classes. **Action. John to follow-up with Caltrans.**



- while John to provide a draft of a Powerpoint. Both will need good photos to finalize the efforts. We need drafts prepared ASAP.** (Merrin identified a CEAC photo library)
- **Action to the group. Please identify City and County groups as well as APWA sections which should be contacted. We also need a schedule of upcoming events for each of the groups so we can try to get on a program.**
- d. Update on Northern California Resource Center (Gary Hicks, CSU Chico)
- Gary Hicks will take the lead for this effort.
    - Activities planned. Will meet with organizations in Northern California such as CEAC, MSA, APWA, and City groups
    - **Action to the group. Please identify City and County groups as well as APWA sections which should be contacted. We also need a schedule of upcoming events for each of the groups so we can try to get on a program.**
  - Need to have the brochure and PowerPoints to present to these groups and then will schedule some meetings
  - Howard reported he presented information on training at the CEAC bedroll conference earlier this month. This sort of presentation should be included at any group meeting to help promote the Center.
- e. CCPIC website (Jon Lea, UCPRC)
- Jon reported on the website usage from 5-1-19 thru 8-13-19, and downloads sent to the participants
  - In general 5-10 users per day and from 23 countries and 133 cities
- f. Peer to Peer Communication capability
- Jon provided an update on creating peer-to-peer communication capability for regional local government discussion groups
  - The County of SLO registered for the user forum but it has not progressed very far yet.
  - Jon Lee also needs to follow-up with Matt Tuggle to discuss another pilot. They have planned a meeting for August 30.
  - Anyone else interested in piloting?
- g. Update on PWOI session (John Harvey, UCPRC)
- Merrin indicated that the proposal from CCPIC is moving through the approval process and is likely to get approved. Topics to be covered include:
    - LCCA update by UCPRC doctoral student doing LCCA pilot
    - QA for preservation treatments by Ding Cheng
    - Multifunctional treatments by John Harvey
  - Need to determine the time allotted and get draft presentations ahead of the meeting for review
  - Need a table to demonstrate the website, the LCCA program, and have the brochure and other deliverables available. **Action. John follow up with Irwin Guada (UCPRC) and Rebecca Inman (LOCC PWOI) about table.**

- h. Funding update (John Harvey, Laura Melendy, Rony Berdugo, Chris Lee)
  - o No report was given
  - o **Action. John and Laura to develop a detailed report on needs and funding by the next meeting.**
  
- 3. Next meeting (Karen Philbrick, MTI/SJSU)
  - a. Next meeting in-person at Mineta Transportation Institute, SJSU, San Jose, 10 am to 3 pm, November 15, 2019.
  - b. Need reports on all deliverables including completion dates
- 4. Any other items to bring forward
  - a. John Harvey reported on a study he is involved with EBMUD. It involves doing FDR and utility cuts
  - b. Need a survey on best practices.
  - c. **Action. John to develop a survey for review by the Board.**
- 5. Adjourn- at about 3.15.

Attachment 1. Attendance list

Jay Spurgin	City of Thousand Oaks
Girum Awoke	City of Gilroy
Roger Lee	City of Cupertino
Matt Tuggle	Solano County
Casey Carlson	Santa Cruz County
Howard N. Dashiell	Mendocino County
Randy Breault	City of Brisbane
Chris Hooke	Ventura County
Najee Zarif	San Joaquin County
Laura Melendy	UC Berkeley
Shadi Saadeh	CSU Long Beach
John Harvey	UC Davis
Gary Hicks	CSU Chico
Jon Lea	UC Davis
Eduardo Serafin	UC Berkeley
Rony Berdugo	League of California Cities
Brandon Black	League of California Cities
Merrin Gerety	County Engineers Association of California

Attachment 2. CCPIC Training Program Document (sent separately)