MINUTES
TECHNICAL ACTIVITIES COMMITTEE

Grand Sierra Resort
Reno, Nevada
March 21-23, 2014

Members:  Ronald J. Janowiak, Chair  Daniel W. Falconer, Secretary (Absent)
          JoAnn P. Browning  Chiara (Clarissa) F. Ferraris  Catherine E. French
          Fred R. Goodwin  H. R. (Trey) Hamilton  Kevin A. MacDonald
          Antonio Nanni  Jan Olek  Michael M. Sprinkel
          Pericles C. Stivaros  Andrew W. Taylor  Eldon G. Tipping

Staff:    Kelly D. Dudley  Khaled Nahlawi  Matthew R. Senecal
          Gregory M. Zeisler  Jerzy Z. Zemajtis

Visitors: John Hockman  Frances R. Griffith  William E. Rushing
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4. COORDINATION WITH OTHER ORGANIZATIONS (Open Meeting)

4.1 ACI-ASTM Division of Responsibility for Standards


Background: According to the 1936 Memorandum of Understanding (MOU), ACI refrains from specification writing for “over-the-counter” engineering materials and ASTM refrains from standardization efforts in design and construction practice. In 2008, TAC formed a task group with members from ACI and ASTM to manage standard development activities related to the MOU within the two organizations. The task group recognizes that development of new standards may occur at either organization; however, the long-term maintenance of the document belongs with the appropriate organization as prescribed by the MOU. Membership includes: ACI TAC chair, ACI staff, ASTM A01.05 chair, ASTM C09 chair, and ASTM staff.

There is one continuing issue:

ASTM E06.21 (Performance of Buildings – Serviceability) & ACI 560 – ASTM E06.21 released work item, “WK32076 - New Guide for Installation of Insulating Concrete Forms,” on February 17, 2011. This item appears to be a construction specification which would conflict with the MOU. On April 23, 2012, Sheldon Warman, ASTM Task Group Leader; Steve Mawn, ASTM staff; Robert Rogers, Chair ACI 560; and Greg Zeisler and Matt Senecal, ACI staff, discussed the possible overlap between the guides being developed by ASTM E06.21 and ACI 560. The chairs agreed that they do not wish to duplicate work. Warman is concerned that there is not a standard that the ICF industry can reference when they discussing design and construction requirements with building code officials. Rogers believes that ACI 560 is the appropriate location for design and construction requirements. Warman agreed that this is acceptable but he is concerned with the progress and expertise of the ACI committee. Rogers noted that two members of the ASTM task group are on ACI 560, and that Committee 560 has begun balloting chapters. The chairs agreed to work more closely together in the future.

At the 2013 spring meeting, Senecal reported that the ACI-ASTM Task Group held a phone conference on January 23, 2013. The topic of ASTM E06.21 and ACI 560 was briefly discussed. The task group will monitor the progress of the committees.

Committee 560 TAC Contact French was asked to encourage Chair Roberts to move the document forward.

A phone call was held on June 18, 2013. Senecal reported that no new items were discussed.

At the 2013 summer meeting, French reported on Committee 560’s progress. This update was shown in the Summer Agenda Exhibit 4.1.

At the 2013 fall meeting, French reported that she planned to attend Committee 560’s meeting and encourage them to make progress on their document.

REPORT: Senecal reported that ASTM is drafting a standard that measures concrete surface textures. Nanni believes that the institutional relationship between ACI and ASTM is a good example of collaboration and suggested similar arrangements should be the goal with other sister organizations and trade associations.

ACTION: No TAC action was required.

TAC Contact 560: French
4.2 Coordination with SEI/ASCE

References:  
TAC Agenda, October 18-20, 2013, Supplemental Exhibit 4.2.

a) SEI Structures Congress

REPORT: The Joint ACI/SEI Task Group members are: David Sanders (Chair), Khaled Nahlawi (secretary), Roberto Leon, Brian Leshko, Jennifer Goupil, and Ronald Janowiak.

An ACI/ASCE track was developed for the 2013 Structural Congress in Pittsburgh, Pennsylvania. Four joint committees are participating: 441, Reinforced Concrete Columns; 408, Development and Splicing of Deformed Bars; 352, Joints and Connections in Monolithic Reinforced Concrete Slabs; and 421, Design of Reinforced Concrete Slabs.

At the 2013 summer meeting, Browning reported that the next SEI Structural Congress will be held in Boston, Massachusetts on April 2-5, 2014.

David Sanders joined the 2013 fall TAC meeting and reported that there will not be an “ACI track” for the SEI Structural Congress in Boston.

REPORT: Nahlawi will forward the conference call meeting minutes to Browning so she can report on this item in the future.

ACTION: No TAC action was required.

b) Committee 216

REPORT: ASCE agreed to examine the process for ASCE 29 to reference the ACI 216 document rather than transcribe it. ACI 216 Chair Venkatesh Kodur agreed to work toward removing inconsistencies between ASCE 29 and ACI 216 after the current cycle. Both standards are anticipated to be final next year.

Kodur will continue as chair to the ASCE/SEI Committee 29. Nicholas Lang is the chair of ACI Committee 216.

At the fall 2013 meeting, Goodwin reported that fire loads are being developed for inclusion in ASCE 7 and that he will suggest Committee 216 not submit to ASCE 7.

REPORT: Goodwin reported that ACI 216.1 is continuing to work on their document on their own. Continuing discussion and monitoring are needed regarding the inclusion of ACI/TMS 216.1 within the ASCE 29 overarching fire document by reference. There are unconfirmed discussions within ASCE 7 regarding provisions for structural loading for fire; Staff member Senecal will monitor this in his work on the ASCE 7 committee.

ACTION: No TAC action was required.

TAC Contact 216: Goodwin
4.2 Coordination with SEI/ASCE (Continued)

c) Committee 335

Background: The 2005 MOU that applies to ACI-SEI joint committee operations and oversight covers the 10 joint committees, all of which have ACI as the lead sponsor. Under that MOU, the committee follows the ACI TCM for operational issues, such as balloting. Each society’s review process is honored, and ACI staff alerts ASCE staff when a joint committee document is planned to undergo a TAC review.

A discussion between ACI Committee 335, Composite and Hybrid Structures, and the SEI Committee on Composite Construction to merge has been sporadically ongoing for about a decade. In 2006, ACI 335 offered to become joint with the SEI committee, but the SEI committee voted not to merge with ACI 335.

Over the past year, the SEI committee on Composite Construction has indicated a renewed interest in merging with ACI 335, with the SEI acting as the lead sponsor. This led to draft modifications to the existing MOU, reversing the roles of the two societies.

REPORTS: 1) This draft MOU was discussed at the spring 2013 meeting of the Task Group on Joint SEI – ACI Committees. During the discussion, SEI representatives Roberto Leon and Jennifer Goupil described the SEI review process as similar to the journal article review; that is, SEI sends the committee draft to two topic experts for review and comment. They do not have a process similar to TAC’s “review, reballot, and resubmit.”

2) At the spring 2013 convention, the SEI representatives agreed with the draft MOU except for one item; that the joint committee needs to formally satisfy TAC comments in order to be published. They ask that TAC waive this requirement.

3) At the summer 2013 meeting, Committee 335 TAC Contact Hamilton reported that the Committee 335 ballot to accept joint status shows that the 75% requirement was not met. The committee should now decide how they want to proceed.

4) On October 14, 2013, Gustavo Parra-Montesinos e-mailed staff that the ACI 335 ballot on the ACI-SEI MOU was re-balloted. There were 14 affirmative votes with 1 negative vote and 3 ballots not returned. The 14 affirmative votes represent 78% of the total membership and therefore passed.

At the fall 2013 convention, Hamilton reported that the second Committee 335 ballot on joint status passed. The new draft MOU for Committee 335 would have SEI be a major sponsor and ACI a minor sponsor. David Sanders joined TAC for this discussion.

TAC letter balloted a revised MOU on November 22, 2013. Based on comments provided by TAC members, Janowiak revised the MOU. It was e-mailed to ASCE’s Jennifer Goupil on February 3, 2014 for review.

REPORT: Janowiak reported that the revised MOU is still being reviewed by ASCE.

ACTION: No TAC action was required.

TAC Contact 335: Hamilton
4.2 Coordination with SEI/ASCE (Continued)

d) Committee 369

REPORT: In an e-mail to Falconer dated March 4, 2013, David Sanders wrote that there are discussions occurring between ACI 369 and ASCE 41 on the best way to include concrete content into ASCE 41.

Andy Taylor reported that the relationship between ACI 369 and ASCE 41 is not optimal and he will continue to monitor the situation.

This issue was discussed at Committee 369’s meeting at the Spring 2013 Convention. Ken Elwood and TAC Contact Taylor will discuss this issue with ASCE 41 Chair Robert Pekelnicky and report back.

At the fall 2013 convention, Taylor reported that a coordination meeting between Wassim Ghannoum, Kenneth Elwood, Peter Summer, and Robert Pekelnicky took place in San Francisco on September 26, 2013.

They worked out a written agreement and good coordination structure.

The agreement states that ACI 369 will produce a standard that will also be the concrete chapter in ASCE 41. ACI 369 will also develop an in depth commentary to that chapter. TAC voted to support the coordination between ACI 369 and ASCE 41.

TAC suggested Committee 369 develop an outline to obtain approval to write a standard.

REPORT: TAC Contact Taylor reported that Committee 369 will write the Seismic Rehabilitation chapter for ASCE 41, but ASCE 41 will have some veto power. There might be some process change down the road depending on how AISC and ASCE 41 decide to work together.

ACTION: No TAC action was required.

TAC Contact 369: Taylor
4.2.1 Coordination between ASCE 7 and ACI 318


The leadership of ACI 318 and ASCE 7 hold informal meetings every 12 to 18 months to coordinate issues. Jennifer Goupil, Director SEI/ASCE, agreed that ACI should have voting representation during ASCE 7 code cycles to facilitate this coordination. At the 2011 fall ACI 318 Steering Committee meeting, it was decided that ACI staff should fill this role, since it would be difficult for a volunteer member to give their full attention to two major code committees.

At the 2012 summer TAC meeting, this item was deferred until the 2012 fall meeting.

At the 2012 fall TAC meeting, Senecal reported that the first ASCE 7 committee meeting for the current cycle was held March 28, 2012, in Chicago. For this code cycle the committee may reorganize ASCE 7 into two books: one for simplified or most commonly used methods; and one for more complicated or detailed methods. The subcommittees have a list of new business items from the last cycle. The public was invited to submit code change proposals by June 30, 2012, which were added to new business. Subcommittees started to meet in May and September of 2012.

During the Spring 2013 Convention, a meeting between the leadership of ASCE 7 and ACI 318 was held on Monday, April 15. Items discussed were: removal of the wall pier requirements from ASCE 7 now that ACI 318 has the requirements; remove allowance of the dual system with intermediate moment frames and special structural walls; work on a common definition for rigid diaphragms; consider different R values for flexure-controlled and shear-dominant structural walls; and consolidate and improve the foundation requirements between the IBC, ASCE 7, and ACI 318.

Jim Harris agreed to communicate ACI 318’s concerns to ASCE 7 leadership.

At the 2013 fall meeting, Taylor reported that a coordination meeting between ACI 318 and ASCE 7 wasn’t held at that convention.

REPORT: Senecal reported that a group called the Structural Standards Coordination Council has been organized to meet on a regular basis to work on a full set of coordinated codes. This group includes ASCE 7 representatives and ACI 318 representatives.

ACTION: No TAC action was required.

TAC Contact 318: Taylor
4.3 Status of ISO/TC 71

TAC Agenda, April 12-14, 2013, Exhibit 4.3 pages E-3 to E-6.
TAC Agenda, October 18-20, 2013, Exhibit 4.3, page E-3.
TAC Agenda, March 21-23, 2014, Exhibit 4.3.

The American National Standards Institute (ANSI) represents the U.S. as Secretariat for International Standards Organization (ISO) Technical Committee 71, Concrete, Reinforced Concrete, and Prestressed Concrete. ANSI has delegated the administration of ISO/TC 71 to ACI.

It was decided to move the Annex information from the ISO 19338 and place it in a publicly accessible website. This will allow the situation for ACI 318 to stand, as it will still be “deemed to satisfy” ISO 19338.

Standards Australia hosted the 20th Plenary Meeting of ISO/TC 71 on January 28-31, 2014. The location was the University of New South Wales in Sydney, Australia.

At the 2013 fall meeting, staff member Zeisler reported that the 19338 document would be out for ballot soon.

REPORT:  Zeisler reported that ISO 19338 and ISO 16311-1, 2, 3, and 4 have been completed. ISO 19338 is in the final Final Draft International Standard (FDIS) ballot and should be published later this year. ISO 16311, 1, 2, 3 and 4 are in the process of being published.

ACTION:  No TAC action was required.
4.4 **Strategic Development Council (SDC)**


The SDC’s Technology Management Committee (TMC) provides “industry critical technology” (ICT) reports as requested by the organizations interested in moving technology into standards.

Chair Lange reported that on January 3, 2012, several ICT reports were provided to the related technical chairs to review.

On June 22, 2012, staff received the SDC’s Technology Management Committee review on the “Strategic Plan for Deployment of Concrete Technology for Wind Turbine Towers.” At the 2012 summer meeting, TMC’s recommendations were provided in Agenda Exhibit 4.4.

The ACI/SDC meeting took place at the Fall 2012 Convention in Toronto on Sunday morning. TAC members Ferraris and Nanni attended.

A proposal for a new ITG was submitted to ACI on March 6, 2013, entitled, “Concrete Wind Turbine Towers.” Markus Wernli is the technology champion.

At the 2013 spring meeting, Chair Lange reported that the SDC is concerned that lightweight concrete slabs are not adequately covered in the ACI 302.2R report, “Guide to Concrete Slabs that Receive Moisture-Sensitive Flooring Material.”

Committee 302 TAC Contact Tipping was asked to discuss the floor finish issue with the Committee 302 chair.

At the 2013 summer meeting, Tipping reported that he discussed the finish issue with Committee 302 Chair Neuber. The committee has just completed its revision of 302.1R, and sent it to TAC for review in the Fall 2013. This will be taken up as new business by the ACI 302 committee.

At the 2013 fall meeting, Tipping reported that the committee has been focused on getting ACI 302.1 to TAC for review. The 302.2 document is next on Committee 302’s agenda.

**REPORT:** Tipping reported that Committee 302 is responding to TAC comments on 302.1, and 302.2 is next for committee consideration.

**ACTION:** No TAC action was required.
4.5 Repair and Protection Council


The “Vision 2020 Repair/Protection Council” was created in 2005. The membership consists of associations and institutes endorsing “Vision 2020.” The SDC serves as the secretariat.

Clarissa Ferraris agreed to be the ACI representative to the council.

Ferraris attended the Vision 20/20 Workshop in Northbrook, Illinois on September 20, 2011.

At the 2011 fall TAC meeting, Ferraris reported Vision 20/20 set three goals that would help the concrete repair industry: Modeling, Education, and Publicity.

At the 2012 spring TAC meeting, Ferraris reported that a conference call was held in January 2012. There was a Vision 20/20 workshop planned for July 2012 in Chicago.

At the 2013 summer meeting, Ferraris reported that she participated in the Repair and Protection Council April 2013 meeting via a conference call. Goodwin participated on a conference call on July 2, 2013 to revise the Vision 20/20 document.

TAC wants to continue to send a representative to the meeting. Goodwin agreed to represent TAC at this meeting from this point forward. TAC thanked Ferraris for her service.

At the 2013 fall meeting, Goodwin reported that there are currently 15 goals on Vision 2020. They have established a method of tracking these goals. Goodwin and Sprinkel were considering writing a CI article to report on the SDC workshop on prepackaged material, addressing the lack of testing for chlorides.

REPORT: Goodwin reported that there has been little activity. There was a breakout session at the SDC meeting in Atlanta where discussion was occurring about what can be done regarding prepackaged materials. A proposal has been sent to ICT to test the material for chlorides.

ACTION: No TAC action was required.

Note: A Concrete International article entitled “Quality of Prepackaged Powdered Materials Used in Construction” was published in April 2014. It can be found at http://www.concreteinternational.com/pages/featured_article.asp?ID=51686843.
4.6 International Concrete Repair Institute (ICRI)

References: TAC Minutes, April 1-3, 2011, Item 4.6, pages 16-17.
TAC Minutes, October 14-16, 2011, Item 4.6, page 17.
TAC Minutes, April 12-14, 2013, Item 4.6, page 22.
TAC Minutes, October 18-20, 2013, Item 4.6, page 22.

Members of TAC and ICRI met on Monday, March 22, 2010, to discuss various committee actions of each organization. Members in attendance were Kelly Page (ICRI), Kevin Michols (ICRI), David Sanders (TAC), David Lange (TAC), Tony Nanni (TRRC), and Dan Falconer (TAC).

At the 2010 summer meeting, Tony Nanni reported that ICRI Committee 150’s mission is to develop a design aid for the upcoming existing building repair code. It was recommended that TAC invite ICRI to meet with TAC each year at ACI’s fall convention. ICRI Executive Director Kelly Page has not been able to meet since 2010.

At the 2013 spring TAC meeting, staff member Zemajtis reported that ICRI and ACI agreed to fund an author to provide an initial draft of a “designer’s aid” companion document to ACI 562. TAC agreed to review this “designer’s aid” in coordination with ICRI TAC.

At the 2013 summer meeting, Zemajtis reported that two proposals to provide an initial draft have been received.

At the 2013 fall meeting, Falconer reported that the Board planned to consider to fund the drafting of the “designer’s aid” at their fall 2013 meeting in Phoenix.

At their Phoenix meeting, the Board approved funding for this effort.

REPORT: Nanni reported that the ACI - ICRI partnership is functioning well and good progress is being made on the document.

ACTION: No TAC action was required.
4.7 Nuclear Energy Standards Coordinating Collaborative

TAC Minutes, April 12-14, 2013, Item 4.7, page 23.
TAC Agenda, July 10-12, 2013, Exhibit 4.7, pages E-7 to E-103.
TAC Agenda, October 18-20, 2013, Supplemental Exhibit 4.7.

The Nuclear Energy Standards Coordinating Collaborative (NESCC) was established under the sponsorship and coordination of the American National Standards Institute (ANSI) and the National Institute of Standards and Technology (NIST). Doug Sordyl is the ACI staff liaison. Two task groups within the NESCC have been formed to evaluate standards for concrete design and construction:

Task Group on Concrete Codes and Standards for Nuclear Power Plants (New Construction):

This Concrete Task Group was formed in December 2009. Its main goals were to evaluate existing standards for consistency and deficiencies related to the design and construction of new nuclear power plants. This evaluation along with recommendations changes to these standards were published in a report dated June, 2011. ACI Committees identified in the report were sent a copy of the report. Feedback from the committees was reported in Exhibit 4.7, July 2011.

TAC asked that the committees listed on the NESCC Concrete Task Group Report include NESCC recommendations to the “new business” area on their committee web page, and staff complied.

Task Group on Concrete Codes and Standards for Existing Nuclear Power Plants (Repair):

This Concrete Repair Task Group was formed in July of 2011. Its main goals are to evaluate existing standards for consistency and deficiencies related to the design and construction of existing nuclear power plants. The task group plans to publish a report similar to the previous task group.

At the 2012 fall meeting, Ferraris reported that the repair report is being developed and she will send the final report to staff for distribution and comments from TAC.

The NESCC report on repair was made available on the NESCC website on May 31, 2013, and was shown in 2013 summer Agenda Exhibit 4.7.

Ferraris also reported that NRC wants to be more aware of changes related to updated ACI Standards.

At the 2013 summer meeting, Ferraris reported that the document should be published in September 2013. The NESCC database is currently being updated for searchable references to any NRC document.

On October 14, 2013, NESCC sent a letter to President Anne Ellis to discuss issues and recommendations related to ACI documents as well as the NESCC concrete repair report. See the fall 2013 Supplemental Agenda Exhibit 4.7.
4.7 Nuclear Energy Standards Coordinating Collaborative (Continued)

NESCC provided a report to ACI with recommendations to ACI committees on concrete repair information for nuclear facilities.

A task group within TAC was created (Ferraris, MacDonald, and Nanni) to review the report and propose a plan going forward. On December 13, 2013, the task group met by virtual meeting and proposed the following:

1) Distribute the report to the ACI committees identified in the report for comment. Request that the chairs discuss this report with their committee in Reno and report back to TAC before the TAC summer meeting.

2) Create a task group that would determine how to implement the recommendations of the report. The task group would consist of representatives from the committees identified in the report and stakeholders from the nuclear industry. This task group can be formed within the ACI Technical Committee framework similar to the 349/359/370 Joint Task Group or within the SDC.

Staff member Dudley forwarded the repair report along to the identified committees. This letter asked these committees to discuss these recommendations at their spring 2014 meeting in Reno. Janowiak recommended that the ACI committees in the report should consider these recommendations as “new business.”

REPORT: Janowiak reported that the committees listed on the report were asked to put the NESCC recommendations on their Reno agenda.

ACTION: TAC agreed to discharge the NESCC TAC Task Group with thanks.
4.8 ACI and NACE Coordination


At the 2010 fall meeting, TAC formed an ACI-NACE Coordination Task Group. Task Group members include: Kevin MacDonald (Chair), Antonio Nanni, Jan Olek, Michael Sprinkel, and Daniel Falconer.

TAC Secretary Falconer and ACI-NACE Task Group Chair MacDonald traveled to Houston on December 8, 2010, to meet with Linda Goldberg (NACE staff Director, Technical Activities) and Cris Conner (Chair of the NACE TAC).

The result of this meeting was a general agreement to continue efforts aimed at better coordinating the activities of the two societies. The group agreed that a single approach might not work and that solutions for various committees might differ.

Cris Conner named Neal Berke as the NACE representative to ACI. During a phone call on February 11, 2011, it was agreed that coordination efforts would begin by reviewing the work and direction of ACI Committee 212, Chemical Admixtures and NACE TG 050, Concrete Inhibitors and Admixtures. The TAC NACE task group invited Brad Violetta (ACI Committee 212 Chair), Neal Burke (NACE TG 050 Chair), and Linda Goldberg to meet on Monday, April 4, 2011.

The TAC Task Group met with Brad Violetta, Neal Berke, and Linda Goldberg at the 2011 Spring Convention in Tampa and the meeting minutes were shown in the 2011 summer Agenda Exhibit 4.8 A.

At the 2011 summer meeting, Task Group Chair MacDonald reported on the proposed cooperative process for joint development of Chapter 13 of 212.3R. He also reported on the proposed TCM updates. Recommendations were included in 2011 summer Agenda Exhibit 4.8 B.

TAC approved the proposed process for joint development and asked the TCM Task Group to create TCM language.

TAC asked staff to further evaluate overlap between specific ACI and NACE committees, which may benefit from future cooperation. (See 2011 summer Agenda Supplemental Exhibit 4.8 C).

At the 2011 fall meeting, Task Group Chair MacDonald reported that the process put in place has begun to work.

David Trejo is the chair of Committee 222, Corrosion of Metals, and was invited to attend the ACI/NACE Task Group at the 2012 Spring Convention in Dallas.

The ACI/NACE Coordination task group met briefly at the 2012 Spring Convention, and Berke and Violetta were satisfied with their progress.

At the 2012 fall meeting, McDonald reported that ACI and NACE are following the protocol for collaboration.
4.8 **ACI and NACE Coordination (Continued)**

At the 2013 spring meeting, staff member Zemajtis reported that he attended the NACE meeting in the spring. NACE TG 050 is reviewing Chapter 13 of ACI 212.3R-10. NACE will ballot the chapter and give suggestions back to Committee 212 to include in the next revision of ACI 212.3R-10. McDonald planned to set up a Task Group meeting in Phoenix and report back to TAC.

At the 2013 summer meeting, MacDonald reported that NACE representatives would meet with ACI representatives at the Fall 2013 Convention in Phoenix.

At the 2013 fall meeting, Zemajtis reported that Danielle Kleinhaus of CRSI discussed future cooperation (joint committee) on “Corrosion-Resistant Reinforcement” with ACI Committee 222 and NACE TG 057. She requested an information meeting at the Phoenix Convention between ACI 222 Chair David Trejo, NACE TG 057 Chair Alberto Segues, TAC Contact Kevin MacDonald, and the ACI Staff Liaison. The meeting did not occur in Phoenix.

**REPORT:** Zemajtis reported that a ACI/NACE/CRSI teleconference took place on February 24, 2014. The participants were Alberto Sagues, NACE - Chair TG 057; Kalliopi Aligizaki, NACE - Vice-Chair TG 057; Linda Goldberg, NACE; Danielle Kleinhans, CRSI; David Trejo, Chair ACI 222; and Jerzy Zemajtis, ACI. NACE and ACI committees will continue with the documents they are currently developing. MacDonald suggested getting these groups together at the 2014 Fall Convention.

**ACTION:** No TAC action was required.

TAC Contact 212: Sprinkel

TAC Contact 222: Olek

4.9 **The Masonry Society (TMS)**


TMS Governance along with TMS EVP, Phil Samblanet, and ASCE Managing Director Engineering, Jim Rossberg, met with the ACI Executive Committee in conjunction with the Winter 2013 Executive Committee meeting. TMS Governance proposed TMS assuming sole ownership of the document starting with the next code cycle. Mr. Rossberg expressed ASCE support of the TMS proposal and noted ASCE planned to withdraw their ownership concurrent with ACI’s efforts to do so.

After deliberation, the Executive Committee expressed support of the proposal. President Wight presented the TMS proposal to the Board at the Spring 2013 meeting. During discussion, ACI Board members expressed support. Subsequently and at Executive Committee request, Ron Burg drafted and “ACI-TMS-ASCE” MOU that included specific items outlined by the Executive Committee. At the Fall 2013 Board meeting, Past President Wight presented to the Board the MOU along with Executive Committee’s recommendations for approval. The Board approved.

**REPORT:** On February 4, 2014, Trey Hamilton e-mailed a letter to the committee making them aware of the discharge. This letter was shown as Agenda Exhibit 4.9.

**ACTION:** No TAC action was required and this item can be removed from future agenda.
4.10  MOUs with Related Organizations

References:  TAC Agenda, April 1-3, 2011, Exhibit 4.10, pages E-14 to E-16.

At the 2010 fall meeting, TAC asked staff to provide a list of Memorandum of Understanding (MOUs) and joint committees.

<table>
<thead>
<tr>
<th>Organization</th>
<th>Date of MOU</th>
<th>Joint committee(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASTM</td>
<td>February 1937</td>
<td>None</td>
</tr>
<tr>
<td>ASME</td>
<td>June 1984</td>
<td>359</td>
</tr>
<tr>
<td>CRSI</td>
<td>July 2007</td>
<td>315</td>
</tr>
<tr>
<td>TMS</td>
<td>October 2006</td>
<td>122, 216</td>
</tr>
<tr>
<td>SEI/ASCE</td>
<td>October 2005</td>
<td>334, 343, 352, 408, 421, 423, 441, 445, 446, 447, 550</td>
</tr>
<tr>
<td>AISC</td>
<td>January 2007</td>
<td>None</td>
</tr>
<tr>
<td>TCA</td>
<td>April 2007</td>
<td>None</td>
</tr>
<tr>
<td>ICRI</td>
<td>November 2006</td>
<td>None, but joint on companion guide to ACI 562 code</td>
</tr>
<tr>
<td>NACE</td>
<td>November 2010</td>
<td>(212 and TG 050 have a joint activity)</td>
</tr>
<tr>
<td>PCI</td>
<td>March 2008</td>
<td>None</td>
</tr>
</tbody>
</table>

TAC agreed to keep this item on future agenda as an information only item.

ACTION:  This item was for information only.

4.11  Technical Exchanges with European Concrete Societies

TAC Agenda, March 21-23, 2014, Exhibits 4.11 A and B.

In 2012, Jim Wight and Ron Burg traveled to Europe and met with the Concrete Society, RILEM, DBV and fib. Each of the groups gave them a general description on how their society operates and at least three expressed an interest in having direct technical contact and exchanges with ACI. Jim Wight drafted reports on the meetings and highlighted areas for TAC to consider.

At the 2012 fall meeting, Chair Lange encouraged TAC members to review the information.

In January 2013, TAC Secretary Falconer and fib Secretary General Petra Schumacher discussed how the two organizations can possibly work together.

At the 2013 summer meeting, TAC Chair Janowiak reported that fib President Gordon Clark will be invited to speak at the Spring 2014 Technical Chair Breakfast.
4.11 Technical Exchanges with European Concrete Societies (Continued)

ACI TAC suggests that, to facilitate communication and interaction with associated fib commissions, consulting memberships could be provided to related committee chairs.

TAC recommends the RILEM Congress be held in the United States in 2018. Incoming President Bill Rushing will speak to ACI Event Services Department to see if this is feasible.

Nicolas Roussell from RILEM presented a brief synopsis of sustainability within the concrete industry during the TAC Chair Breakfast meeting on October 21, 2013.

Fib groups are administratively quite different from ACI’s, but cover many of the same subjects as ACI committees. Falconer suggested TAC form a TG to determine how to collaborate with fib.

At the 2013 fall meeting, TAC created an fib Task Group with Browning (chair), Falconer, French, Stivaros, and Tipping.

REPORTS: 1) Browning reported that the fib task group sent out a survey to ACI committee chairs whose committee missions are in close alignment to fib working groups. The results were discussed during the task group GoToMeeting on January 9, 2014. Recommendations from the task group are shown in Agenda Exhibit 4.11 A. A list submitted by fib of areas for possible fib-ACI technical collaboration is shown in Agenda Exhibit 4.11 B.

2) Janowiak presented TAC's recommendations to the ACI Executive Committee at their spring 2014 meeting in Reno.

ACTION: The task group changed its name to Technical Exchanges with International Societies and Partners.

4.12 ASME and FRP Repair


On October 10, 2013, Tony Nanni e-mailed Ron Janowiak indicating that ASME is doing a lot of work with FRP Repair. A new standard has just been released entitled: “Repair of Pressure Equipment and Piping.”

At the 2013 fall meeting, Nanni reported that he wanted to make TAC aware of this. Nanni suggests ACI 440 could be involved in this new standard. TAC asked Nanni to follow up with Committee 440.

REPORT: Nanni reported that he does not see how the two groups can work together.

ACTION: No TAC action was required and this item can be removed from future agenda.
5. TECHNICAL COMMITTEE PROCEDURES (*Open Meeting*)

5.1 Technical Committee Manual (*TCM*)

5.1.1 *TCM* Task Group for Revisions to the 2014 *TCM*

References:  TAC Minutes, April 12-14, 2013, Item 5.1.1, page 27.
TAC Agenda, October 18-20, 2013, Item 5.1.1, page 26, and
Supplemental Item 5.1.8.

At the 2013 spring meeting, TAC appointed the *TCM* Task Group for the 2014 *TCM*, with Eldon Tipping as chair and Pericles Stivaros, Michael Sprinkel, Catherine French, and Shannon Banchero as members.

At the 2013 summer meeting, TAC appointed Andy Taylor to replace Pericles Stivaros.

**ACTION:** TAC appointed the *TCM* Task Group for the 2015 *TCM*, with Eldon Tipping as chair and Andy Taylor, Fred Goodwin, Jan Olek, Catherine French, and Shannon Banchero as members.

5.1.2 Revisions to the 2013 *TCM*

TAC Agenda, October 18-20, 2013, Supplemental Item 2.12, and
Supplemental Exhibit 5.1.8.

A TAC web ballot on the proposed revisions to the 2013 *TCM* was issued on September 11, 2013, with a canvassing date of October 11, 2013. There were several comments and negatives, which were shown in Agenda Supplemental Exhibit 5.1.8.

At the 2013, fall meeting Task Group Chair Tipping reported that the *TCM* TG will work on resolving the comments and propose responses to TAC in a ballot.

**REPORTS:**  1) A TAC web ballot on the resolutions of negatives to the 2013 *TCM* was issued on December 13, 2013, with a canvassing date of January 13, 2014.

2) TAC approved the proposed resolutions for the negative comments.

3) Copies of the 2014 *TCM* were distributed to chairs at the Spring 2014 Chair Breakfast in Reno.

**ACTION:** This item was for information only.
5.1.3 **Committee 562 and the 40% Rule**

References:  
- TAC Agenda, October 18-20, 2013, Item 5.1.4, page 29.  

Committee 562 Chair Kesner e-mailed staff on April 19, 2013 requesting Committee 562 use the 1/2 rule. Section 3.3.2 of the 2013 *TCM* states that, “The 40 percent and 2/3 rules must be satisfied for an item to pass by meeting ballot.” However, committee 318 uses the 1/2 rule instead of the 40 percent rule. (Section 3.3.2 of *TCM*).

At the 2013 summer meeting TAC asked TDSC and TCSC subcommittee chairs MacDonald and Sprinkel to discuss the percent rule at their next meeting, focusing on all other standards-writing committees. TAC tabled Committee 562’s request to have an exception to the 40 percent rule.

TCSC Chair Sprinkel discussed this at the TCSC meeting on Wednesday, October 23, 2013.

At the TCSC fall 2013 meeting in Phoenix, Jon Ardahl made the following motion that passed:

> “The *TCM* should be revised to show that the 40% rule is a minimum and that the chair should have the right to adopt more stringent requirements. If a chair chooses to adopt a greater percentage, this rule should be fixed for the duration of the chair’s term.”

**ACTIONS:** TAC approved standard-writing committees can have the option to use the 50% rule when writing a standard. The Committee must first pass a ballot to use the 50% rule and then request TAC approval.

5.1.4 **Development of Video Products in TCM**

References:  

Chapter 13 of the *Technical Committee Manual* provides guidance for committees on how to develop video products. Since there is now a Board committee, ETC Product Development Committee, and an Executive Committee Task Group on communication platforms for delivery of services and products, should TAC withdraw from reviewing nontraditional products, such as videos and apps?

**REPORT:** TAC Chair Janowiak reported that the TAC chair should give an update to TAC on any new products at the TAC meeting so they are informed prior to the ETC meeting.

**ACTION:** TAC requested to leave Chapter 13 in the 2015 *TCM*.  

5.1.5 Virtual Interim Meeting for Technical Committees


The 2013 TCM states “Chairs must submit a request to hold a virtual interim meeting to the Managing Director of Engineering at least 2 weeks in advance. If approved, no public notice is required because virtual meetings cannot accommodate visitors. Committee members must be notified of the virtual interim meeting at least 1 week in advance. ACI staff will communicate the virtual meeting call-in information to committee members.

If the virtual meeting is approved, committees can use any conferencing system, such as teleconference, video conference, or online conference. ACI does not provide the conferencing system or staff support, and does not pay for the conferencing system.”

At the 2013 summer meeting, TAC was supportive of staff providing more assistance so committees could hold virtual meetings.

REPORTS: 1) Staff is acquiring more GoToMeeting access for committee use. The plan is for committee chairs to be able to setup a GoToMeeting through an automated system on the committee’s website. Staff believes that this system will be available by the fall convention.

2) Staff member Zeisler reported that the automated system must invite all member of the committee and the TCM rules must be followed.

ACTIONS: a. TAC requested staff develop a fully automated system with agenda and minutes posted.

b. TAC requested to increase the minimum advance time to two weeks.

c. TAC requested the TCM requirement for Managing Director of Engineering approval be removed.

Note: Staff member Chris Darnell, Director, Website Strategy and Content is going to integrate the GoToMeeting reservations system with the new ACI website.
6. TAC SUMMER MEETINGS (Open Meeting)

6.1 2014 Summer Meeting

At the 2013 summer meeting, Falconer reported that an ACI/JCI Workshop is planned for July 2014 in Hawaii.

REPORT: The 2014 summer TAC meeting will take place on July 14-16, 2014 at the Hapuna Beach Prince Hotel on the Big Island of Hawaii. The ACI/JCI Seminar will take place on July 17, 2014 at the same location. Staff member Dudley distributed the meeting information packages and summarized the reservation requirements.

ACTION: This item was for information only.

6.2 2015 Summer Meeting

At the 2013 summer meeting, TAC was asked to consider possible 2015 summer meeting locations for staff to research. Locations considered are Big Sky, Montana; Coeur D’Alene, Idaho; Jackson Hole, Wyoming; Banff, Alberta; Quebec City, Quebec; Niagara-on-the-Lake, Ontario; or Vancouver, British Columbia, Canada; and San Diego, La Jolla, or Napa Valley, California.

TAC removed several existing suggestions and added a few additional suggestions for the 2015 summer meeting location. These updates are in the preceding paragraph.

REPORT: Staff is working on selecting a venue for the 2015 summer meeting.

ACTION: This item was for information only.

7. CONVENTIONS (Open Meeting)

7.1 Session Review Task Group

           TAC Minutes, April 12-14, 2013, Item 7.1, page 30.

At the 2013 spring meeting, TAC appointed Clarissa Ferraris, Trey Hamilton, Kevin MacDonald, and Shannon Banchero as the Session Review Task Group. The TG has a GoToMeeting approximately 1.5 weeks after the TAC Meeting.

REPORT: Session Review Task Group Chair Ferraris ended her TAC appointment.

ACTION: TAC appointed Trey Hamilton as Chair, Kevin MacDonald, JoAnn Browning, and Shannon Banchero as the Session Review Task Group for 2014-2015.
7.2 Sessions Approved Between Conventions

The TAC Session Review Task Group reviewed 38 preliminary and 24 final session requests shortly after the Fall 2013 Convention in Phoenix. The task group also reviews session requests between the fall and spring conventions as necessary.

ACTION: This item was for information only.

7.3 Future Convention Sessions

References:  
TAC Minutes, April 12-14, 2013, Exhibit 7.3, pages E-2 to E-7.  
TAC Minutes, July 10-12, 2013, Exhibit 7.3, pages E-1 to E-7.  
TAC Agenda, March 21-23, 2014, Supplemental Exhibit 7.3.

The status of all Sessions previously approved by TAC has been updated and is shown in Minutes Exhibit 7.3.

ACTION: This item was for information only.

7.4 Session Moderator Orientation Workshop (SMOW)

References:  
TAC Minutes, April 12-14, 2013, Item 7.4, page 30.  
TAC Agenda, July 10-12, 2013, Item 7.4, page 27.  
TAC Agenda, October 18-20, 2013, Item 7.4, page 32.  
TAC Minutes, October 18-20, 2013, Exhibit 7.4.  

On December 10, 2012, the session moderator training was updated. Both the PowerPoint web presentation and quiz have changed significantly.

At the 2013 spring meeting, staff asked TAC if moderators that have previously passed the training should re-take the training. This item was not discussed and was deferred to the 2013 summer meeting.

At the 2013 summer meeting TAC recommended the Convention Committee replace the moderator video and quiz with a checklist, TAC further recommended that the video no longer be a requirement, but be available as a resource.

A draft checklist was developed by Kevin MacDonald for distribution to the convention committee.

REPORT: Task Group Member MacDonald reported that he will update TAC at the 2014 summer meeting.

ACTION: No TAC action was required.
8. TECHNICAL COMMITTEE DOCUMENTS (*Open Meeting*)

8.1 TAC Document-Related Discussion

8.1.1 Document Deadlines for Upcoming TAC Meetings

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<td>Final 30-day letter ballot issued</td>
<td>February 21, 2014</td>
<td>June 20, 2014</td>
<td>December 5, 2014</td>
</tr>
<tr>
<td>Committee-approved document submitted to staff for editorial review*</td>
<td>April 11, 2014</td>
<td>July 25, 2014</td>
<td>January 5, 2015</td>
</tr>
<tr>
<td>TAC meeting</td>
<td>July 14-16, 2014</td>
<td>October 24-26, 2014</td>
<td>April 10-12, 2015</td>
</tr>
</tbody>
</table>

*Committee-approved documents must be submitted electronically and include title, roster, synopsis, figures, graphs, tables, a membership balance statement (if the document is a standard), a completed ballot summary with all negatives resolved, and a summary of revisions (if applicable).

To ensure a productive document review process, TAC expects at least two members of the committee to meet with the review group during the TAC meeting. If the committee representatives are unable to attend the TAC summer meeting, a conference call with the review group can be scheduled. Staff will ask for the names of the representatives for the review group meeting when a document is submitted to headquarters.

**ACTION:** This item was for information only.
8.1.2  **Documents Waiting for Committee Response to TAC Comments**


Supplemental Exhibit 8.1.2 shows the status of all technical committee documents approved by TAC and waiting for committee response to TAC comments. TAC may withdraw approval if the committee does not respond to TAC comments within two years of TAC approval.

216.1: Per past TAC Chair Lange on January 29, 2014, the committee expects to submit responses to TAC comments within 15 days. Staff has not yet received a response from the committee.

423.4R: Per ACI Committee 423 Chair Roberts-Wollman, the committee member who had been leading the effort on the document, Mark Moore, passed away. The chair has appointed two committee members to finish the final edits. At the Fall 2013 Convention, TAC extended the responses deadline for 423.4R to the Spring 2014 convention. Per Chair Roberts-Wollman on February 3, 2014:

> “The new chair of this sub-committee prepared responses to the TAC comments. He also needed to find some more recent photos, and just found time for that last week. We should be initiating a letter ballot for committee approval of responses to TAC at the end of this week. We will then resolve negatives at the Spring committee meeting and get the document back to staff shortly thereafter.”

**ACTION:** This item was for information only.

TAC Contact 216: Goodwin  
TAC Contact 423: Hamilton
8.1.3 Committee 315 – “Details and Detailing of Concrete Reinforcement” (ACI 315-99)

References:  TAC Agenda, April 1-3, 2011, Exhibits 8.1.5 A and 8.1.5 B, pages E-17 to E-23.

At the 2010 summer meeting, TAC removed ACI 315-99 from the Manual of Concrete Practice and encouraged Committee 315 to update it expeditiously.

Staff held a conference call on February 18, 2011, with Committee 315 Chair Hunter and Secretary Felder. Committee 315 asked staff to assist with the development of a completely revised document.

At the 2012 spring meeting, staff member Zeisler reported that Committee 315 approved a layout for the revisions of SP-66. Several chapters have been started.

Committee 315 developed a balloting schedule and the first ballot closed in January 2013.

At the 2013 spring meeting, TAC members French, Stivaros, and Taylor volunteered to review the draft for format and organization.

On August 28, 2013, ACI and CRSI staff met to discuss current and future plans for the detailing documents that both organizations produce. Staff felt that the best audiences for the documents were engineers for the ACI document and fabricators for the CRSI document. Both ACI and CRSI staff suggested the following plan for moving forward:

1. CRSI continues to produce the Manual of Standard Practice for the fabricator and fabrication detailers.
2. ACI staff will take over the production of the example structural drawings from ACI 315 and include them in the ACI Design and Detailing Handbook that will be updated by staff at every ACI 318 code cycle.
3. The ACI and CRSI joint committee will work together to produce a “Structural Detailing Do's and Don’t’s” guide that is aimed at improving communications between the engineer and fabricator.
4. Staff requests that TAC task ACI 315 with the additional task of reviewing these documents. This will be a similar arrangement as the SP-4 document (formwork) being reviewed by ACI 347.

At the 2013 fall meeting, TAC agreed that ACI 315 should be asked to review the drawings portion of the ACI Design and Detailing Handbook.

ACTION: No TAC action was required.

TAC Contact 315: Tipping
8.1.4 Committee 131 – Video Request

TAC Agenda, April 12-14, 2013, Exhibit 8.1.5, pages E-12 to E-15.

ACI Committee 131, Building Information Modeling of Concrete Structures, has proposed developing a video highlighting this technology for cast-in-place concrete.

In accordance with Chapter 13 of the Technical Committee Manual (TCM), the committee received TAC preliminary approval for its video concept during the 2012 summer TAC meeting.

At the Fall 2012 Convention in Toronto, TAC provided secondary approval. TAC encouraged the committee to provide more illustration and visualization of technical and educational content, with less time on interviews. TAC asked staff to assist in developing the required Financial Impact Statement.

A Financial Impact Statement (FIS) was created (see April 12-14, 2013 TAC Agenda Exhibit 8.1.5), and sent to the Financial Advisory Committee and the Board of Direction for their review at the 2013 spring meeting.

At the 2013 spring meeting, TAC decided to continue to support the development of the Committee 131 video with conditions (to be passed along to the Board of Direction) that limit the expenses to:

- production (production cost that cannot be produced by the committee);
- using ACI capabilities (staff); and
- no overhead rates to be paid to a University.

At their meeting during the Spring 2013 Convention, the ACI Executive Committee had several questions regarding funding, intended audience, and measures of success. This item was not, therefore, considered by the Board of Direction.

Pete Carrato, Julian Kang, and Mike Tholen had two phone discussions regarding reducing costs and clarifying the scope of the video.

Committee 131 submitted a document, unrelated to the video, for TAC review at the 2014 spring meeting.

ACTION: No TAC action was required.

TAC Contact 131: Browning
8.1.5  **Companion Guide to ACI 562-13**

           TAC Agenda, March 21-23, 2014, Supplemental Exhibit 8.1.5.

In an e-mail dated July 31, 2013, President Anne Ellis requested that TAC Chair Ron Janowiak  
work with the Educational Activities Committee in preparing a proposal and Financial Impact  
Statement for a companion guide to ACI 562-13. The request and discussion were included as  
Exhibit 8.1.7 in the 2013 fall agenda.

**REPORT:** A team from Wiss, Janney, Elstner Associates, Inc. was given notice to proceed on development  
of the guide in November 2013. The document is scheduled to be available for publication near  
April of 2015. To date, WJE has identified 5 comprehensive worked examples that will be a  
primary means of demonstrating what is required to meet the provision in the ACI 562 Repair  
Code. Provisions not demonstrated in the examples will be described in the chapter narratives  
or smaller, focused examples in each chapter. They have also provided outlines of the major  
items covered in each chapter of the guide.

WJE is currently developing a sample chapter and one of the comprehensive worked examples  
as a mockup of typical chapter content and to illustrate how the chapters and the worked  
examples will interact.

ACI and ICRI have agreed on a review procedure for the document.

**ACTION:** No TAC action was required.

TAC Contact 562: Nanni

8.1.6  **Committee 370 – “Report for the Design of Concrete Structures for Blast Effects” (ACI 370R)**

TAC approved the new report at the 2011 spring meeting. On September 5, 2013, staff sent an  
e-mail to Chair Williamson with queries encountered during a staff final proof of the report.  
Staff contacted Chair Williamson several times inquiring the status of the document. Most  
recently, staff member Banchero contacted the chair on January 8, 2014. As of the writing of  
these minutes, the committee has not responded to staff.

**ACTION:** No TAC action was required.

TAC Contact 370: Nanni
8.1.7 TAC Review of ACI 318-14

At the 2013 fall meeting, four review groups were formed with three members in each group. Committee 318 finished their code and commentary (with the exception of Chapter 26) on December 20, 2103.

ACI 318 was divided among the four TAC review groups, and each review group concentrated on reviewing the chapters they were assigned.

The code was also sent to designers who agreed to be external reviewers. Each reviewer was given a design example to work through using the new code. This effort was made to see if the reorganization created unintended changes to member design.

TAC reviewed the revised 318 Code (with the exception of Chapter 26), and approved it with comments on February 6, 2014.

ACTION: No TAC action was required.

TAC Contact 318: Taylor

8.1.8 Design / Build Standards

During the review of ACI 313, it was noted that ACI’s design specification format doesn’t seem to allow for a design / build standard. This approach is popular in several fields, such as bridges, silos, and LNG tanks.

During the 2013 fall meeting, TAC asked TDSC to provide suggested wording in the 2015 TCM.

ACTION: This item was for information only.
8.1.9 Late Review Comments

Occasionally comments from external reviewers will be sent to headquarters after the deadline has passed. This happens for public discussion comments as well.

Staff currently forwards the comments to the chair of the committee to review at his or her discretion. Staff recommends that any comments received after the deadline be placed in the committee’s new business folder on its committee page. Staff would upload the comments and notify the chair of the new business item.

**ACTION:** TAC did not agree that late comments should become new business items for committees. The late comments should be sent to the committee for informational purposes only.

8.1.10 TAC Approval on New Documents

**References:**  
TAC Minutes, October 18-20, 2013, Item 5.1.7, page 34.  

Currently, the TCM states that committees must get TAC approval before they begin working on a new document. TAC was asked at the 2013 fall meeting if committees should also obtain TAC approval before updating a document to avoid problems during the TAC review.

At the fall meeting, TAC asked staff to compile the document status update from the biannual report and include it in the Agenda as a chart. The chart is included as Supplemental Exhibit 8.1.10.

Per TAC’s request, staff procedures include compiling the new business comments and posting them to the committee’s website.

Staff added an item to the Document Submittal Checklist where the committee can indicate that “new business” items have been addressed.

**ACTION:** TAC determined that it is not necessary for committees to obtain TAC permission to revise an existing document.
8.1.11 Protection of Draft Documents

While drafts of documents are not supposed to be circulated outside technical committees, it does occasionally happen. ASTM has the following statement at the bottom of all pages of draft documents:

*This document is not an ASTM Standard; it is under consideration within an ASTM technical committee but has not received all approvals required to become an ASTM Standard. It shall not be reproduced or circulated or quoted, in whole or in part, outside of ASTM committee activities except with the approval of the chairman of the committee having jurisdiction and the president of the society.*

Currently, staff puts a draft watermark on documents that are undergoing public review, but other technical committee documents have no watermark or disclaimer.

**ACTIONS:**

a. TAC formed a task group consisting of MacDonald, Taylor, Tipping, Krstulovic, and Browning.

b. The task group will draft a disclaimer and determine whether committees will place the disclaimer on documents before they are published.

8.1.12 ACI 318-14 Code Review


In January 2014, TAC approved the submitted chapters of 318 (all but Chapter 26). Chapter 26 has been submitted for TAC approval at this meeting. TAC will need to approve the responses to TAC comments.

In the past, a TAC Task Group was formed and authorized to review and approve the responses immediately after the 318 meeting. The TG was composed mainly of some or all TAC members who are also 318 members. The TG is asked to notify the 318 chair if any responses may not be acceptable before the 318 meeting concludes.

**ACTIONS:**

a. TAC formed a task group consisting of Janowiak, Nanni, Stivaros, Sprinkel, MacDonald, and Olek.

b. The task group will review and approve responses to TAC comments.

TAC Contact 318: Taylor
8.1.13 Approval to Publish ACI 423.7 as a Provisional Standard

ACI 423.7, “Specification for Unbonded Single-Strand Tendon Materials,” was approved by TAC in December to be processed through the normal standardization procedure.

Committee 318 would like ACI 318-14, “Building Code Requirements for Structural Concrete and Commentary,” to refer to the new version of 423.7; however, the 423.7 code, being processed through the normal standardization procedure, may not be available at the time 318 becomes published. Therefore, ACI 318 would be referencing a code that is not yet available.

If TAC approves publishing ACI 423.7 as a provisional standard, both standards will be available at the same time, thus avoiding the reference issue.

ACTION: TAC approved publishing ACI 423.7 as a provisional standard.

8.2 Document Reapproval and Withdrawal Requests

8.2.1 Committee 374 – “Acceptance Criteria for Moment Frames Based on Structural Testing and Commentary” (ACI 374.1-05)

On December 20, 2013, Chair Dragovich of ACI Committee 374 sent headquarters a request for reapproval of ACI 374.1-05 with minor changes.

The committee balloted the reapproval on September 16, 2013, with an end date of October 16, 2013. Of the 37 eligible voting members, 32 voted affirmative, two abstained (Lepage, Rautenberg), and three did not return ballots (Rodriguez, Saatcioglu, Wallace).

Summary of Non-technical Changes to the Original Document:

- The referenced code was changed from ACI 318-99 to ACI 318-11. References to specific ACI 318 code sections were updated as necessary.

- References to IBC 2000 and UBC 97 were updated to references to the IBC 2012 and ASCE 7-10. The main reason for adding ASCE 7 is that the some of the technical content referenced in IBC 2000 and UBC 97 was moved to ASCE 7-10 (Cd calculations and drift limits, for example). Also, “Building Codes” was changed to “Building Codes and referenced standards” to allow for reference to ASCE 7-10.

- All references were changed to author/date format.

ACTION: TAC reapproved ACI 374.1-05 for five years.

TAC Contact 374: Browning
Requests to Develop New Documents

8.3.1 Committee 440 — Request to Write a New Specification: “Specification for Construction with Externally Bonded Fiber-Reinforced Polymer (FRP) Materials Using the Wet Layup Method”


On February 18, 2014, Committee 440 Chair Carol Shield sent staff an e-mail requesting TAC permission to write a new specification. Her e-mail stated:

“If granted, this new document will partner with the soon-to-be-published ACI 440.8-13 materials specification. I also anticipate that Committee 563 will reference this proposed construction specification in their future specification.”

A reason statement and proposed outline are included in Supplemental Exhibit 8.3.1.

The TAC Construction Standards Committee was balloted on February 20, 2014, with an end date of February 27, 2014, asking permission for Committee 440 to write the specification. Of the 15 eligible voting members, nine voted affirmative, three voted affirmative with comment (Ardahl, Carino, Stivaros), and three did not return ballots (Bird, Cornell, Oliver). Below are the comments that were received:

“Add an article 1.6 Quality Assurance Quality Control and move article 3.4 Defects to after 3.5.”

“In line 13, should it be quality assurance. Will Section 3.5 refer to testing that the Owner will require to document that the repair meets minimum requirements?”

“I would assume that this is a preliminary outline. You should include “quality control” section, and “acceptance criteria” for the testing and inspection.”

ACTION: TAC granted Committee 440 permission to write a new specification.

TAC Contact 440: Nanni
8.3.2 Committee 329 - Request to Write a New Specification


On March 14, 2014, Committee 329 Chair Mark Chrzanowski sent staff an e-mail requesting TAC permission to write a new “guide to” writing a performance-based specification.

Background and the proposal request are included as Supplemental Exhibit 8.3.2.

ACTION: TAC granted Committee 329 permission to write: “Guide to Writing a Performance-Based Specification.”

TAC Contact 329: MacDonald

8.4 TAC Review Group Composition, Sunday, March 23, 2014

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<thead>
<tr>
<th>Cascade 1</th>
<th>Cascade 2</th>
<th>Teton 1</th>
<th>Teton 2</th>
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<tbody>
<tr>
<td><strong>8 – 9 am</strong></td>
<td><strong>551.2R</strong></td>
<td><strong>131.V</strong></td>
<td><strong>544.ET and 544.FR</strong></td>
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<tr>
<td></td>
<td>Taylor – RC</td>
<td>Browning – RC</td>
<td>Ferraris – RC</td>
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<td></td>
<td>Tipping</td>
<td>French</td>
<td>MacDonald</td>
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<td></td>
<td>Stivaros</td>
<td>Hamilton</td>
<td>Nanni</td>
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<td>(MRS)</td>
<td>(JZZ)</td>
<td>(KN)</td>
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<tr>
<td><strong>9 – 10 am</strong></td>
<td><strong>364.AT and 364.XT</strong></td>
<td><strong>211.XR</strong></td>
<td><strong>345.1R</strong></td>
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<td></td>
<td>Nanni – RC</td>
<td>French – RC</td>
<td>Hamilton – RC</td>
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<td></td>
<td>Goodwin</td>
<td>Ferraris – RC</td>
<td>Browning – RC</td>
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<td>Stivaros</td>
<td>Tipping</td>
<td>Sprinkel – RC</td>
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<td><strong>10 – 11 am</strong></td>
<td><strong>544.XR</strong></td>
<td><strong>211.YR</strong></td>
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<td>Goodwin – RC</td>
<td>Sprinkel – RC</td>
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<td></td>
<td>Nanni</td>
<td>Olek – RC</td>
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<td>MacDonald</td>
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ACTION: This item was for information only.
8.4.1 Committee Representatives Attending TAC Reviews


Supplemental Exhibit 8.4.1 showed the committee representatives attending the TAC review group meetings.

ACTION: This item was for information only.

8.5 Documents Reviewed by TAC

Unless TAC decides otherwise, the following actions for approved documents will be taken:

- The full document (guide/report/TechNote/standard) will be included in the MCP. (Provisional standards are not included in the MCP.)
- The existing document (guide/report/TechNote/standard) will be retained in the MCP until a revised version is published.
- The existing document (guide/report/TechNote/standard) will remain active until a revised version is published.
- If a standard, the document will be processed using the Normal Standardization Procedure.
- The review group compliance check of the response to TAC comments is waived.

Unless TAC decides otherwise, the following actions for documents not approved will be taken:

- Specific comments will be returned to the committee along with the TAC comments.
- The existing document (guide/report/TechNote/code/specification) will be retained in the MCP until a revised version is published.

8.5.1 Committee 131 – Proposed New: “Information Delivery Manual for Cast-in-Place Concrete” (ACI 131.V)


Review Group: (Browning); (French, Hamilton)
Reviewer: Green
TAC Contact: Browning

ACI Committee 131 submitted the proposed new manual for TAC approval and further processing. Review Chief Browning was asked to state the review group’s recommendations for TAC action.

ACTION: a. TAC tabled whether the document should be turned over to the ETC Product Development Committee.
b. TAC approved the proposed new 131.V subject to satisfactory response to TAC comments.
c. TAC concurs with the default requirements in 8.5.
8.5.2 Committee 132 – Proposed New: “Guide for Responsibility in Concrete Construction” (ACI 132R)

Review Group: (Olek); (Ferraris, Tipping)
Reviewer: S.J. Banchero
TAC Contact: Tipping

ACI Committee 132 submitted the proposed new guide for TAC approval and further processing. Review Chief Olek was asked to state the review group’s recommendations for TAC action.

ACTION:
   a. TAC approved the proposed new 132R subject to satisfactory response to TAC comments.
   b. TAC concurs with the default requirements in 8.5.

8.5.3 Committee 211 – Proposed New: “Guide to Proportioning Ground Limestone and Other Mineral Fillers in Concrete” (ACI 211.XR)

Review Group: (French); (MacDonald, Olek)
Reviewers: Barringer, Cost, Schoepfer, Seegebrecht
TAC Contact: MacDonald

ACI Committee 211 submitted the proposed new guide for TAC approval and further processing. Review Chief French was asked to state the review group’s recommendations for TAC action.

ACTION:
   a. TAC approved the proposed new 211.XR subject to satisfactory response to TAC comments.
   b. TAC concurs with the default requirements in 8.5.

8.5.4 Committee 211 – Proposed New: “Guide to Troubleshooting Concrete Mixtures, and Related Job Site Conditions, or Testing Practices” (ACI 211.YR)

Review Group: (Sprinkel); (Olek, Stivaros)
Reviewers: Deadrick, Wills
TAC Contact: MacDonald

ACI Committee 211 submitted the proposed new guide for TAC approval and further processing. Review Chief Sprinkel was asked to state the review group’s recommendations for TAC action.

ACTION:
   a. TAC approved the proposed new 211.YR subject to satisfactory response to TAC comments.
   b. TAC concurs with the default requirements in 8.5.
8.5.5 Committee 345 – Proposed Revisions to: “Guide to Maintenance of Concrete Bridge Members” (ACI 345.1R)

Review Group: (Hamilton); (Browning, Sprinkel)
Reviewers: Aboutaha, Alvi, Azimov, Balakumaran, Bebawy, Bhide, Gergely, Haber, Hajihashemi, Karbheri, Lin, Mullapudi, Myers, Nguyen, Okelo, Rakoczy, Riley, Russell, Sereseroz, Siddiqui, Sobanjo, Tazarv, Trejo, Uddin, Venugopalan
TAC Contact: Sprinkel

ACI Committee 345 submitted the proposed revised guide for TAC approval and further processing. Review Chief Hamilton was asked to state the review group’s recommendations for TAC action.

ACTION:

a. TAC approved the proposed revised 345.1R subject to satisfactory response to TAC comments.
b. TAC concurs with the default requirements in 8.5.

8.5.6 Committee 364 – Proposed New: “Repairs for Reinforcement with Shallow Cover” (ACI 364.AT)

Review Group: (Nanni); (Goodwin, Stivaros)
Reviewers: Chrzanowski, Harvey, McCarthy, Pantelides
TAC Contact: Nanni

ACI Committee 364 submitted the proposed new TechNote for TAC approval and further processing. Review Chief Nanni was asked to state the review group’s recommendations for TAC action.

ACTION:

a. TAC approved the proposed new 364.AT subject to satisfactory response to TAC comments.
b. TAC concurs with the default requirements in 8.5.

8.5.7 Committee 364 – Proposed New: “Repair of Leaking Cracks in the Walls of Liquid Containment Structures” (ACI 364.XT)

Review Group: (Nanni); (Goodwin, Stivaros)
Reviewers: Epackachi, Harries, Visconti
TAC Contact: Nanni

ACI Committee 364 submitted the proposed new TechNote for TAC approval and further processing. Review Chief Nanni was asked to state the review group’s recommendations for TAC action.

ACTION:

a. TAC approved the proposed new 364.XT subject to satisfactory response to TAC comments.
b. TAC concurs with the default requirements in 8.5.
8.5.8 Committee 544 – Proposed New: “Use of Fibers for Reduction of Gas and Liquid Permeability in Concrete Structures” (ACI 544.ET)

Review Group: (Ferraris); (MacDonald, Nanni)
Reviewers: Hanskat, Taylor
TAC Contact: French

ACI Committee 544 submitted the proposed New TechNote for TAC approval and further processing. Review Chief Ferraris was asked to state the review group’s recommendations for TAC action.

ACTION: a. TAC did not approve the proposed new 544.ET.
   b. TAC concurs with the default requirements in 8.5.

8.5.9 Committee 544 – Proposed New: “Report on Indirect Method to Obtain a Stress-Strain Diagram for Strain Softening Fiber-Reinforced Concretes (FRCs)” (ACI 544.FR)

Review Group: (Ferraris); (MacDonald, Nanni)
Reviewer: Novak
TAC Contact: French

ACI Committee 544 submitted the proposed new report for TAC approval and further processing. Review Chief Ferraris was asked to state the review group’s recommendations for TAC action.

ACTION: a. TAC approved the proposed new 544.FR subject to satisfactory response to TAC comments.
   b. TAC concurred with the default requirements in 8.5, with the exception that the review group would like to see the document again after the committee has responded to TAC comments. Reason statement:
      • Comment #1: The nomenclature will be revised to ensure that either CT terminology is used or that new specific terms are either in the definition section or explained in the appropriate section.
      • Comment #2: “The core of the report (Chapter 5 and appendix) is based only one method. Are there other methods? If yes please expand this chapter otherwise provide explanation” The chair agreed to add some more clarification on the methods available and their applicability. Short paragraph should be enough to guide the reader on the logic of the selection of the method presented.
**Committee 544 – Proposed New: “Report on Design and Construction of Steel Fiber-Reinforced Concrete Elevated Slabs” (ACI 544.XR)**

Review Group: (Goodwin); (Nanni, Browning)
TAC Contact: French

ACI Committee 544 submitted the proposed new report for TAC approval and further processing. Review Chief Goodwin was asked to state the review group’s recommendations for TAC action.

**ACTION:**

a. TAC approved the proposed new 544.XR subject to satisfactory response to TAC comments.

b. TAC concurred with the default requirements in 8.5, with the exception that the review group would like to see the document again after the committee has responded to TAC comments. Reason statement:

1. This document is difficult and confusing to read and follow. It presents a mixture of background information, material characterization, structural analysis assumptions, experimental results and analytical derivations. It leaves the reader to sort things out instead of providing concise and clear guidance. Suggest reorganizing into discrete sections, describing each in the introduction.

2. The writers should consider using the familiar design and detailing of RC and PT building slabs to compare and contrast current design methods with the design of SFRC elevated slabs. Good examples of design/construction guides for novel materials are available from other ACI committees (see 440).

3. The scope of the document should focus on it being a report. As currently written, it is somewhat of a design guide, or marketing piece for the advantages of SFRC. Section 3.2 in particular is unbalanced. Only advantages are presented. The committee has an obligation to address disadvantages.

4. The report is an unbalanced representation of SFRC. This type of document may prevent a more diffuse usage of the technology it advocates. Suggestions are:
   - State up-front that in a direct comparison of cross-sectional moment capacity, SFRC is not comparable to RC. However, proper design and understanding of structural behavior makes up for this disadvantage.
   - State up-front that the behavior of a two-way system may not require the flexural strength of conventional RC because of redistribution, redundancy and failure mechanisms.
   - Clearly present the mechanical characteristics of SFRC and its constructability attributes that could make it an alternative technology to conventional RC.
   - Show a detailed design example of a two-way slab using side by side the two technologies. Include all structural detailing.
   - Remove all extraneous information about point load, round slabs and full-size tests. References are sufficient. The purpose is to help the reader to design/construct with SFRC.
   - Make sure that all information needed by a designer is available in the report: flexure, shear, serviceability, detailing.
   - Provide guidance for the design and detailing of conventional reinforcement required for continuity.
Committee 544 – Proposed New: “Report on Design and Construction of Steel Fiber-Reinforced Concrete Elevated Slabs” (ACI 544.XR) (Continued)

5. The expressions, phrasing, notation, and text of this document need to conform to ACI style, notably for terms as used by 318. This is a major issue for the committee to review. The terms and definitions must also be coordinated with other 544 documents. It appears that the committee is trying to change definitions for terms from classic mechanics of materials. This creates confusion for one of their target audiences, the structural designer. Please clarify the terminology with existing mechanics of materials definitions and terms. Many suggestions were made in the TAC comments and previous reviews have also pointed this out.

- For example, ACI doesn’t use the word “capacity” to describe the ability of flexural members to resist loads and moments, but nominal strength and design strength.
- ACI doesn’t use “plastic moment” or “ultimate moment” but nominal moment.
- ACI doesn’t use LRFD, but strength design (design strength at least required strength).
- 544 is developing several documents concurrently and must establish a coherent philosophy and context between these documents.

6. It is unclear how a suspended elevated slab differs from a suspended slab or an elevated slab for the purposes of excluding from the scope of this document. E-SFRC slabs are discussed extensively in the document. There is no structural difference between pile-supported and column-supported slabs from a design/construction perspective. Thus, this distinction/separation only confuses the reader.

7. Mention was made several times during the committee chair / TAC RG meeting about how widely used SFRC is in various countries and widely documented in codes and specifications, yet the document makes little reference of the details of these references (only mentions them as references, however if differences between these existing codes and specifications exist, they should be described and a recommendation for general practice included). The questions of how SFRC can be used compared to conventional reinforcement and PT seem relatively unanswered.

8. ACI guides are used around the world, and thus cannot estimate costs. Remove or reword to discuss only material and labor saving estimates. ACI doesn’t discuss costs.

9. The report states “Some of the needed areas of research in this discipline include fire resistance, dynamic loadings, seismic lateral load design checks, and long-term effects. These areas have not been tested and are not included, considered, or discussed in this report.” If SFRC is so widely used and cited in various standards around the world, why has this research not been conducted and how is it addressed in other documents?

10. Pictures do not show the details described in the text: the reader is unsure if conventional bars are present or not. The drawings of Fig 6.3 show elliptical specimens yet the description and likely failure mechanism leads one to believe in a round crack pattern. Also it is difficult to see any difference between Mechanism I and Mechanism 2 (I see none, so other readers may face similar difficulties). The caption only mentions Mechanism 1.

11. Chapter 6 should clearly state assumptions and provide equations that a designer can follow. A complete example should follow in appendix (including detailing).
8.5.11 Committee 551 – Proposed Revisions to: “Design Guide for Tilt-Up Concrete Panels” (ACI 551.2R-10)

Review Group: (Taylor); (Tipping, Stivaros)
Reviewers: Hendershot, Marvin, Mehta
TAC Contact: Tipping

ACI Committee 544 submitted the proposed new design guide for TAC approval and further processing. Review Chief Taylor was asked to state the review group’s recommendations for TAC action.

ACTION: a. TAC approved the proposed revised 551.2R subject to satisfactory response to TAC comments.
b. TAC concurs with the default requirements in 8.5.

8.5.12 Committee 318 – New Chapter 26 of the Proposed: “Building Code Requirements for Structural Concrete and Commentary” (ACI 318-14)


Review Group: (Janowiak); (MacDonald, Sprinkel, Stivaros)
Reviewer: Alkhrdaji
TAC Contact: Taylor

ACI Committee 318 submitted the proposed new Chapter 26 as part of the 2014 318 code revision for TAC approval and further processing. Review Chief Janowiak was asked to state the review group’s recommendations for TAC action.

ACTION: a. TAC approved the proposed new Chapter 26 subject to satisfactory response to TAC comments.
b. TAC concurred with the default requirements in 8.5, with the exception that a task group review and approve the responses to TAC comments. See Item 8.1.12 of these minutes.

8.6 2015 Manual of Concrete Practice Table of Contents


Each year, TAC considers dropping documents that are eight years or older from the next ACI Manual of Concrete Practice. TAC is asked to consider technical documents published before 2007 that are included in the 2014 MCP, except those documents with proposed revisions or reapprovals that have already been submitted to TAC.

Staff e-mailed the lists of documents to TAC contacts, and the TAC contact recommendations were shown in Supplemental Agenda Exhibit 8.6.

ACTION: TAC agreed with the recommendations.
9. SPECIAL PUBLICATIONS AND JOURNALS (Open Meeting)

9.1 SPs in Progress


The status of all SPs previously approved by TAC has been updated and is shown in Minutes Exhibit 9.1.

ACTION: This item was for information only.

9.2 Proposed ACI Special Publications (SPs)

9.2.1 Preliminary Request for SP – Proceedings International Workshop: Fiber Reinforced Concrete: From Design to Application


ACI Committee 544 Chair Barzin Mobasher has been working with colleagues in FIB to plan the 2nd FRC International Workshop and 1st ACI-FIB Joint Symposium on “Fiber Reinforced Concrete: from Design to Structural Applications.” The workshop will be held in Montreal, Canada, from July 24-25, 2014. The committee requested TAC permission to prepare an ACI SP. The editors for this SP are Bruno Massicotte, Giovanni Plizzari, and Barzin Mobasher. The preliminary request was shown as Agenda Exhibit 9.2.1.

ACTION: TAC granted preliminary approval of this SP.

TAC Contact 544: French

9.2.2 Preliminary Request for SP – Hydration of Low Portland Cement Binders


Committees 236, 231, 232, and 233 are sponsoring sessions at the Spring 2014 Convention. The committees requested TAC permission to prepare an ACI SP. The editors for this SP are Jeffrey W. Bullard, Gaurav N. Sant, and Karthik Obla. The preliminary request was shown as Agenda Exhibit 9.2.2.

ACTION: TAC granted preliminary approval of this SP.

TAC Contact 236: Ferraris TAC Contact 231: Olek TAC Contact 232/233: MacDonald
9.2.3 Final Request for SP – *Advanced Materials and Sensors Towards Smart Concrete Bridges: Concept, Performance, Evaluation, and Repair*

Reference: TAC Agenda, March 21-23, 2014, Supplemental Item 9.2.3 and Supplemental Agenda Exhibit 9.2.3.

Committees 345 and 440 held sessions at the Spring 2013 convention. The committees requested TAC permission to prepare an ACI SP. The editor for this SP is Yail J. Kim. The final request was shown as Supplemental Agenda Exhibit 9.2.3.

**ACTION:** TAC granted final approval of this SP.

TAC Contact 345: Sprinkel
TAC Contact 440: Nanni

9.2.4 Preliminary Request for SP – *Novel Characterization Techniques and Advanced Cementitious Materials: Tribute to James J. Beaudoin*


Committee 236 is sponsoring sessions at the Fall 2014 Convention. The committee requested TAC permission to prepare an ACI SP. The editors for this SP are Mohammad Pour-Ghaz, Aali Alizadeh, and Jason Weiss. The preliminary request was shown as Supplemental Agenda Exhibit 9.2.4.

**ACTION:** TAC granted preliminary approval of this SP.

TAC Contact 236: Ferraris
At the 2012 fall meeting, TAC appointed Trey Hamilton (Chair), Andrew Taylor, Antonio Nanni, and Khaled Nahlawi as the SP-17 Task Group.

Staff member Nahlawi reported that staff is working on a revision of SP-17 to complement ACI 318-14. Staff has already drafted some chapters in the revised manual.

At the 2013 spring meeting, TAC requested The Reinforced Concrete Design Manual be reviewed, by individual chapters, by the Task Group and outside reviewers.

REPORTS: 1)Staff member Nahlawi reported that chapters of The Reinforced Concrete Design Manual will be submitted after the spring convention.

2) Dr. Nanni will remain a member of the SP-17 Task Group.

ACTION: No TAC action was required.

10. TECHNICAL COMMITTEE AFFAIRS (Open Meeting)

10.1 Technical Activities Committee

10.1.1 2014 Summer Meeting – Waimea, Hawaii

The 2014 summer meeting will be held at the Hapuna Beach Prince Hotel, July 14-16, 2014.

ACTION: This item was for information only.

10.2 TAC Subcommittees and Task Groups

Agenda and minutes of the TAC Subcommittee meetings are available on the committee websites. TAC members are encouraged to review them.

TAC Subcommittee and Task Group chairs must be current members of TAC.
10.2.1 **TAC Design Standards Committee (TDSC)**

References:  
TAC Minutes, April 1-3, 2011, Items 2.5, page 3, and 10.2.1, pages 48-49.  
TAC Minutes, April 12-14, 2013, Item 10.2.1, page 55.  
TAC Minutes, July 10-12, 2013, Item 10.2.1, page 47.  
TAC Minutes, October 18-20, 2013, Item 10.2.1, page 56.

At the 2010 spring meeting, TDSC Chair Janowiak reported that an editorial guideline for design standards was being developed.

At the 2010 summer meeting, TAC decided that committee requests to write standards should be reviewed by TDSC for their recommendation to TAC.

At the 2011 spring meeting, TDSC Chair Janowiak reported that TDSC provided review comments to the ACI 562 repair code. TDSC did not meet in spring 2011 because there were no current issues to discuss.

At the 2011 summer meeting, TDSC Chair Janowiak reported that the TDSC reviewed two codes during the spring 2011 review cycle. He invited chairs of all committee writing design standards to the TDSC fall 2011 meeting in Cincinnati.

Due to the lack of urgent topics, the TDSC did not meet in fall 2011.

TDSC met in the spring of 2012 to review and update goals.

At the 2012 summer meeting, Janowiak reported that the TDSC discussed assigning a liaison for all code-writing committees.

At the 2012 fall meeting, the TDSC continued their discussion of assigning a liaison for all code-writing committees, and decided that it was better to invite several code-writing committees to become members of TDSC. Janowiak invited the chairs of the following committees to attend TDSC’s 2013 spring meeting in Minneapolis: 216, 307, 332, 374, 437, 440, 530, 550, and 562.

At the 2013 spring meeting, Kevin MacDonald replaced Ron Janowiak as chair of TDSC.

At the 2013 summer meeting, MacDonald reported that the TDSC meeting was well attended at the Spring 2013 Convention in Minneapolis. The TDSC discussed how other ACI Codes will be affected by the 318 reorganization.

At the 2013 fall meeting, MacDonald suggested committee chairs discuss the 318 reorganization format with their committees.

**REPORT:** MacDonald reported that TDSC had a productive meeting in Phoenix. A meeting was scheduled for Monday in Reno.

**ACTION:** No TAC action was required.
At the 2011 fall meeting, TRRC Chair Nanni reported that TRRC planned to meet after all repair committees have met at the Fall 2011 Convention in Cincinnati. He also noted that Committee 563 Chair Tracy Marcotte and Committee 423 Chair Trey Hamilton planned to meet that Monday in Cincinnati to discuss Committee 423’s concerns with Committee 563 including a section on post-tensioning repair in their draft specification.

TRRC met at the Spring 2012 Convention in Dallas. TRRC Chair Nanni recommended staff leave committee numbers 561-569 open for repair committees.

At their fall 2012 meeting in Toronto, TRRC discussed pending issues from ACI 562 public comments and the possible formation of a new nuclear repair code.

At the 2013 spring meeting, Nanni reported that TRRC was operating well, and planned to meet during the Spring 2013 Convention in Minneapolis.

At the 2013 summer meeting, Nanni reported that TRRC met on Tuesday at the Spring 2013 Convention. The TRRC is reviewing how ACI should relate to other repair groups, discussing the next edition of the Concrete Repair Manual, and maintaining appropriate ACI repair information in various applications.

TAC recommended that the Executive Committee consider including the ACI 562 Code in the Concrete Repair Manual.

At the 2013 fall meeting, Nanni reported that TRRC planned to meet Tuesday in Phoenix.

REPORT: TRRC Chair Nanni’s TAC term ends this convention.

ACTIONS: a. TAC selected Fred Goodwin as the new TRRC chair.
   b. Eldon Tipping and Michael Stenko will replace Ferraris and Sprinkel on the committee. Jan Olek also joined the committee.
10.2.3 TAC Construction Standards Committee (TCSC)

     TAC Minutes, October 14-16, 2011, Item 10.2.3, page 49.
     TAC Minutes, April 12-14, 2013, Item 10.2.3, page 57.
     TAC Minutes, July 10-12, 2013, Item 10.2.3, page 49.
     TAC Minutes, October 18-20, 2013, Item 10.2.3, page 58.

At the spring 2011 meeting of the TCSC, the following actions were approved:

McCall moved the following statement, “Section 6 was developed by TAC and not by TCSC. TCSC does not agree with the content and it does not represent the consensus of this committee.” The motion was seconded and approved 10-2-0.

Carino and Ardahl felt that Section 6 of the 2011 TCM has some serious errors that need to be addressed. For example, the word “requirements” has been left off the checklists titles and section 4.2.9.2 does not adequately cover committee scope.

Hanskat moved the following action for TAC’s consideration, “Reinstate the previous Specification Manual until Section 6 of the new TCM is revised.” The motion was seconded and approved 7-3-2.

Sprinkel noted that this committee was given a chance to comment and that TAC considered those comments. TAC representatives Stivaros and Tipping also stated that TCSC’s comments were carefully considered. Jim Cornell wants clear direction on how to move ACI 301 forward from this point. The committee is beginning their cycle and he does not want to waste his volunteers’ time with several format changes. TAC held a phone conference on April 12 to discuss these motions. They reaffirmed that the 2011 TCM is the controlling manual for technical committees; however, committees nearing completion of a specification based on the previous format rules can request a format waiver.

At the 2011 fall meeting, Sprinkel reported that TCSC members were invited to provide comments. The 2012 TCM reflects several changes from these comments. Sprinkel noted that 15 committees now maintain ACI construction standards.

At the 2012 summer meeting, on behalf of TCSC, Sprinkel made a motion to allow committees the option to conform their specification to the version of the TCM in place during their first ballot. This motion was defeated.

At the 2013 spring meeting, Sprinkel reported that TCSC was still concerned about format and planned to meet during the Spring 2013 Convention in Minneapolis.

At the 2013 summer meeting, Sprinkel reported that the TCSC had a productive meeting at the Spring 2013 Convention in Minneapolis. TCSC asked TAC to support adding acceptance criteria for shotcrete to the 318 Code and TAC agreed.

TAC agreed to have a letter sent to the new 318 chair to add acceptance criteria of shotcrete into the 318 Code.
10.2.3 TAC Construction Standards Committee (TCSC) *(Continued)*

At the 2013 fall meeting, Sprinkel reported that TCSC was appreciative of TAC’s decision at the summer meeting regarding mandatory requirement checklists. TAC has requested the TCSC to consider replacing the term architect/engineer with licensed design professional. TAC also requested TCSC input on the side by side format of specifications.

REPORTS: Sprinkel reported that their meeting in Phoenix went well.

ACTIONS: a. TRRC Chair Sprinkel’s TAC term ends this convention, and TAC named Eldon Tipping the new chair for TCSC.

b. Michael Stenko joined the committee.

10.2.4 TAC Concrete Terminology Committee

References: TAC Agenda, April 12-14, 2013, Items 3.1.4, page 8, 8.1.8, page 35, and 10.5.1, page 54.

TAC Minutes, October 18-20, 2013, Item 10.2.4, page 59.

During the 2010 fall meeting, TAC agreed that the Concrete Terminology (CT) will go through the standardization process once a year after this initial standardization. The CT closure was prepared by the CT task group and went for TAC ballot on August 17, 2012, with an end date of September 16, 2012.

At the 2012 fall meeting, TAC resolved the comments from CT closure. At their 2012 fall meeting, the Standards Board did not approve publication of Concrete Terminology as an ACI standard, and requested TAC clarify the TCM procedures related to TAC’s actions within this process.

On December 1, 2012, TAC approved a revision to the TCM procedures.

The Standards Board was reballoted on January 14, 2013. Based on satisfying ACI Normal Standardization procedures, the Standards Board approved the standard for publication as an ACI Standard on January 28, 2012.

At their 2013 spring meeting, TAC established the TAC Concrete Terminology Committee and named Pericles Stivaros as chair.

In June 2013, Chair Stivaros sent the committee the list of terms for their review.

At the 2013 summer meeting, TCTC Chair Stivaros reported that the committee would meet at the Fall 2013 Convention in Phoenix.

At the 2013 fall meeting, Stivaros reported that revisions should be in by January 2014. Committee 544 sent in very long definitions for fiber-related items. TAC agreed that definitions should be terse.

REPORT: Stivaros reported that the TCTC just completed a ballot for definitions that will go in the 2015 MCP and this will be given to staff in the next few months.

ACTION: Kimberly Kurtis joined the committee.
10.3 Workshop for Technical Committee Chairs


ACI technical committee chairs are expected to attend this breakfast workshop to meet fellow chairs, TAC members, and ACI staff, to hear updates on important recent developments of interest of ACI technical committee chairs.

The agenda for the 2014 Spring Chair Workshop is shown as Agenda Exhibit 10.3.

REPORT: TAC has heard comments that the chair workshop is moving away from its original intent of being an educational discussion between the committee chairs and their TAC Contacts. This issue should be brought up again at the summer meeting in Hawaii.

ACTION: No TAC action was required.

10.3.1 Technical Committee Chair Webinar

TAC Minutes, April 12-14, 2013, Item 10.3.1, pages 58-59.
TAC Minutes, October 18-20, 2013, Item 10.3.1, page 61.

Staff holds a pre-convention webinar in the month before each convention to assist technical committee chairs. The webinars are available on the ACI website.

On April 2, 2013, staff hosted a webinar for committee chairs.

The following topics were presented during the 2013 spring webinar:

- How to request a session and obtain preliminary approval for an SP
- Location of MCP Online and CT
- Explanation of Document Review web page
- Explanation and location of Biannual Report
- How to upload files and create folders in the Committee Member Work Area

Browning suggested the future webinar include what chairs can expect during their TAC document review meeting at convention.

The 2013 fall webinar took place in October. The topic was processing technical documents.

REPORT: The 2014 spring webinar took place March 6, 2014. The topic was learning how to format technical committee documents.

ACTION: This item was for information only.

10.4 Mission Changes

No mission changes were requested.
10.4.1 **Committee 118 Name Change Request**

Reference: TAC Agenda, October 18-20, 2013, Supplemental Item 10.5.2.

At the 2013 fall meeting, Committee 118 requested a name change from “Use of Computers” to “Use of Technology.” TAC responded that “Use of Technology” was too broad and suggested “Use of Information Technology,” which the committee felt was too restrictive and didn’t adequately address mobile technology.

On February 28, 2014, Committee 118 Chair Rita Oglesby e-mailed TAC Contact JoAnn Browning and staff member Dudley requesting the name “Use of Digital Technology.” This name change was suggested, balloted, and approved by the committee.

**REPORT:** Browning recommended TAC approve the name change.

**ACTION:** TAC approved the proposed name change.

TAC Contact 118: Browning

11. **POLICIES AND PROCEDURES (Open Meeting)**

**REPORT:** There were no policy or procedure changes since the 2013 fall TAC meeting.

11.1 **TAC Member Information Manual**


Item 11.1 of the 2013 Spring TAC Minutes discussed creating a TAC Member Information Booklet.

Staff and Chair Janowiak drafted a manual, which was sent to TAC and incoming TAC members on March 11, 2014.

**REPORT:** The new TAC members agreed that this information is helpful.

**ACTION:** TAC suggested the manual include a list of ACI employees and their responsibilities.

11.2 **Review of Definitions**

During the TAC review of documents, there is a lot of discussion regarding whether a modified definition of a term already listed in the CT should be left as-is in the document or deleted, as the CT definition is sufficient.

The TCM guides the user to put in definitions that are “unique to the document.” It might be beneficial for TAC to define what is meant by unique.

**REPORT:** TCM TG Chair Tipping motioned the following:

If the committee wants to develop a unique definition that is already in the CT, they can do so but they must submit justification for the modification.

**ACTION:** TAC approved the motion listed above.
12. OTHER BUSINESS (Open Meeting)

12.1 Concrete Knowledge Center

References:  TAC Agenda, July 13-15, 2011, Supplemental Exhibit 12.1 A, and B.
             TAC Agenda, October 14-16, 2011, Exhibit 12.1 A, page E-24, and
             Supplemental Exhibit 12.1 B.
             TAC Agenda, October 18-20, 2013, Exhibit 12.1, page E-17.

The ACI Executive Committee approved the “Board Policy on the Concrete Knowledge Center” in
June 2008. This policy states that the Concrete Knowledge Center (CKC) is managed by ACI’s
Executive Vice President; may contain technical information that was previously vetted by an
ACI process without additional review, and may contain other technical information that a
Board-level committee determines acceptable.

The ACI website was being redesigned (see item 12.5) and the CKC web page was planned to no
longer exist. The information from CKC was planned to be redistributed per the redesign. The
CKC Task Group planned to meet with staff member Chris Darnell for an update.

At the 2013 summer meeting, Ferraris reported that members of the CKC Task Group planned to
hold a teleconference in August 2013.

On August 29, 2013, a phone conference was held. See the 2013 Fall Agenda Exhibit 12.1 for an
update on the CKC.

The revised ACI website went live on December 9, 2013 and the information formerly presented
as CKC has been redistributed.

ACTIONS:  a. Keep the Task Group, but rename it the “Tools” Task Group. The TG members are Hamilton
           (Chair), Olek, Senecal, and Zeisler.
           b. No further TAC action was required.

12.2 TAC Task Groups and Representatives to Other Organizations


A current listing of TAC Task Groups and Representatives to Other Organizations is provided in
Exhibit 12.2. Because of retiring TAC members, some adjustments will be needed.

ACTION:  Updates are shown in Minutes Exhibit 12.2
Cooperative Efforts among EAC, TAC, and CPC

References:  

The chairs of EAC, TAC, and CPC met Wednesday, April 6, 2011 at the Spring 2011 Convention.

At the 2011 fall meeting, Chair Lange reported that this small group is now referred to as the ETC Committee.

ETC met Wednesday at the Spring 2012 Convention in Dallas. They discussed the revision of SP-4 and the development of a web-based specification tool based on ACI 301-10.

The ETC Meeting Minutes from the Spring 2012 Convention were shown as 2012 summer Agenda Exhibit 12.3.

At the 2013 spring meeting, Lange reported that ETC planned to meet Sunday in Minneapolis. ACI Committee 343 Chair Danielle Kleinhans attended the ETC meeting and discussed possible ACI collaboration with AASHTO committees.

At the 2013 summer meeting, Janowiak reported that there were no issues resulting from the Minneapolis ETC meeting that required any TAC action.

At the 2013 fall meeting Janowiak reported that the Board plans to migrate this task group into a board committee, named “ETC Product Development Committee.” The ETC will discuss the progress of the revised SP-4, the status of a Specification 301 tool, and an update on the app for jobsite weather curing.

REPORT:  Janowiak reported that the ETC committee meeting is set up for Wednesday in Reno.

ACTION:  No TAC action was required.
12.4 ACI’s Strategic Initiatives


The ACI Board of Direction held a three day Strategic Planning Workshop June 24-26, 2013 to revise ACI’s Strategic Plan.

At the 2013 summer meeting, Chair Janowiak reported that mission and vision statements were developed and will be voted on by the Board before the Fall 2013 Convention. Four pillars were identified at the meeting: Engagement, Outreach, Leadership, and Structure.

At the 2013 fall meeting, First Vice President Bill Rushing presented ACI’s new mission and vision statement to TAC.

REPORT: First Vice President Bill Rushing presented ACI’s Key Performance Indicators:
1. Member and customer satisfaction
2. Quality of programs, products, and services
3. Global credibility and impact

ACTION: A Task Group was created to work on TAC’s Strategic Initiatives. The Task Group members are Janowiak (chair), MacDonald, Stivaros, and Olek.

12.5 ACI Website Update

At the 2012 summer meeting, TAC assigned a TAC Task Group to review the Committee Member Work Area of the ACI website. The Task Group members are Browning (Chair), French, MacDonald, and staff member Senecal.

The Committee Member Work Area TAC Task Group offered their input during a conference call with the ACI web consultants held on October 1, 2012.

Staff member Chris Darnell, Director, Website Strategy and Content, joined the 2013 spring TAC meeting and provided an update on the website’s progress.

At the 2013 summer meeting, Senecal reported that the website redesign was progressing well. Darnell planned to give an update at the 2013 Fall Technical Committee Chair Breakfast.

At the 2013 fall meeting, Darnell updated TAC on the website’s progress.

REPORT: The revised ACI website went live on December 9, 2013. Darnell gave a brief overview of the new website at the Technical Chair Breakfast.

ACTION: No TAC action was required.
12.6 Formation of Executive Committee Task Group on Communication Platforms for Delivery of Services and Products

References:  
ACI Executive Committee Minutes, April 13-16, 2013, page 3.  
TAC Minutes, October 18-20, 2013, Item 12.6, page 67.  

At the April 13, 2013 Executive Committee Planning and Discussion Session, the expansion of software applications (apps) and opportunities for ACI was discussed. It was agreed a review of the delivery platform of all ACI products, including apps, at a strategic level was needed. The review should include evaluation of risks and rewards, financial impact, and analysis of the communication platforms of other similar organizations.

The Executive Committee unanimously approved the formation of an Executive Committee Task Group on Communication Platforms for Delivery of Services and Products.

David A. Lange agreed to chair the Task Group, and the chairs of CLC, CPC, EAC, Marketing Committee, Publications Committee, SYPAC, TAC, and Committee 131 will be members.

The Task Group was charged with the following tasks:
- define staff role and member’s role
- define future mix of paper versus electronic
- establish a framework for a decision tree based on value
- determine incorporation of social media
- address ACI’s role in development of software and apps

The Executive Committee requested a status report from the Task Group at the Fall 2013 Convention in Phoenix, and a final report by the Spring 2014 Convention in Reno.

At the 2013 summer meeting, Janowiak reported that technical committees may have a role to play if ACI develops apps. He will keep TAC informed as the Task Group continues to discuss the issue.

At the 2013 fall meeting, Hamilton reported that they had a teleconference in September and discussed ideas for new apps. Hamilton has been assigned the TAC representative and Janowiak as the alternate.

REPORT: Hamilton reported that a draft report has been put together and they have a working session scheduled in Reno, Nevada. This draft should be completed by summer 2014. Kevin MacDonald drafted a flow chart that is shown in Minutes Exhibit 12.6.

ACTION: No TAC action was required.

12.7 State of the Institute

Reference: TAC Agenda, October 18-20, 2013, Supplemental Exhibit 12.10.

The State of the Institute was a topic of discussion at the Board Planning and Discussion session before the Board Meeting.

ACTION: Defer until the summer meeting and Sharon Wood will report at that time.
On October 8, 2013, President Anne Ellis wrote the following e-mail:

Dear ACI Board Committee Chair:

During our August 2nd Conference Call, we discussed the importance of sound metrics to track the health of the Institute. We discussed the need for Board Committee Chairs to undertake an analysis of the data provided in the final State of the Institute Report (to be distributed by ACI Managing Director of Finance and Administration Donna Halstead) to determine trends/outcomes related to the activities under your committee’s purview and share your insights. It is requested this process begin in Phoenix with your reports to be submitted to the Executive Committee in advance of the Reno convention.

Additionally, “Metrics: KPIs to Help the BOD do our Job” will be the focus of the Phoenix Convention Planning & Discussion Session scheduled for Thursday, October 24th, 8a-11a:

1. **Strategic Plan KPIs**: metrics for those areas which we decided we need extra focus near-term – led by ACI Vice President Bill Rushing.

2. **State of the Institute Dashboard**: KPIs the BOD need to perform their oversight role – led by ACI Vice President Sharon Wood.

You are aware of the work underway on the Strategic Plan and an Executive Committee member will be available to provide an update at your Phoenix Committee Meeting. Additionally, Sharon Wood will present a strawman of an ACI dashboard for the Board of Directors use in performing their oversight role. It is recognized the State of the Institute is so data rich. We hope to identify the critical data to be tracked, analyzed and assessed against baselines with success and risk thresholds defined.

This P&D session will allow you the opportunity to contribute insights to this discussion. I reaffirm the *request you or your committee member designee attend this P&D session.*

I look forward to seeing you in Phoenix.

Best regards,
Anne

At the 2013 fall meeting no TAC action was required, pending finalization of ACI’s Strategic Initiative and the KPI’s.

**REPORT:** ACI consultant John Hockman led the discussion on KPI’s. Four breakout groups were formed to brainstorm ideas.

**ACTION:** TAC created the Strategic Initiatives task group (Janowiak(chair), Olek, MacDonald, and Stivaros) to continue the discussion. A conference call has been set up for April 11, 2014.
12.9 **Student and Young Professionals Activities Committee (SYPAC)**


ACI's Student and Young Professional Activities Committee developed a proposal seeking to add two named positions to all ACI Committees: a student position and a young professional position.

SYPAC realizes this would have a significant impact on the technical committees and are seeking TAC’s input before taking this proposal to the Executive Committee and the Board of Direction. The proposal is shown as Exhibit 12.9.

**REPORT:** A member of SYPAC joined the TAC meeting to discuss the proposal. TAC proposed several ideas and Kim Kurtis gave them to Frances Griffith to take back to SYPAC.

**ACTION:** No TAC action was required.

12.10 **TAC Agenda Posting Schedule**

Traditionally, staff posts the TAC Agenda four weeks before TAC meetings. The new Board Operations Manual, however, requires Board-level committees to post agenda two weeks before meetings. It is assumed that posting at four weeks is not prohibited.

**ACTION:** TAC prefers keeping the posting four weeks before the TAC meeting. The final agenda upload the day before staff leaving for convention works well for TAC members.

12.11 **Retiring TAC Members**

Following this meeting, Clarissa Ferraris, Tony Nanni, and Michael Sprinkel will retire from TAC. All three have been TAC members since 2008.

**ACTION:** TAC thanks Ferraris, Nanni, and Sprinkel for their commitment and service to TAC, ACI, and the Concrete Industry.
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### Session Requests for Washington, DC—Fall 2014

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*Exhibit 7.3 - Technical Activities Committee Minutes - March 21-23, 2014*
## Session Requests for Kansas City, Missouri—Spring 2015

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*Session Requests for Denver, Colorado—Spring 2015*

*Exhibit 7.3 - Technical Activities Committee Minutes - March 21-23, 2014*
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<td>Dr Chris C Ramseyer</td>
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<td>Dr Bruce W Russell</td>
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### TAC Task Groups

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