

**Bridge Inspector User Group Meeting
8/5/2014 – Wisconsin Rapids Office**

1) Inspection Guidelines and Enhancements

- a. Inspections with new elements. How's it going? What are pitfalls? Anything confusing to folks? Are we being consistent?
- b. Discuss level of effort for sketches of defects.
 - i. Thought is only CS3 and CS4 would need, but not necessarily require, sketches
 - ii. CS2 is up to inspector estimates and don't require that level of detail
 - 1. General consensus from region to region that CS2 quantifications are estimated as percentages for structure wide defects
 - 2. More detailed documentation on CS3 and CS4 items
- c. Elements with Single Defects or Defects that are not needed
 - i. Steel protective coatings. Do we need a defect for this? It doesn't give you any information, so why not remove it.
 - 1. 3440 Effectiveness defect will be kept in place
 - 1. Condition state definitions need to be revisited
 - 1. Action Item 1
 - 1. Assigned to: Feedback from preservation policy team
 - 2. Work with group to develop new language by next quarterly meeting?
 - 2. Element will be tied to bridge preservation policy for programming of future bridge painting projects
 - 2. Concrete Reinforcing Steel Protective Systems. Do we need defects for this?
 - 1. Look into option of hiding this from inspection form to improve clarity
 - 1. Action Item 2
 - 1. Assigned to: Travis
 - 2. Will work with developer (Eric) to "hide" this selection.
 - 2. Do not want to delete the element due to influence in tracking deck life cycles
 - iii. Concrete Protective Coatings...
- d. Questions and concerns
 - i. Q1 Performance Measures Discussion
 - 1. Concerns over being able to meet 28-day performance measure mainly on locals end with limited resources and experience or during busy inspection cycles
 - 1. Focus from CO perspective is on advance warning if inspections will not meet schedule
 - 2. Discuss need for policy to hold agencies at 28 day requirement over 180 day Fed requirement

3. Discuss possibility of extending 28 day state requirement
 1. Metric set and driven by performance management/tracking
 2. Option of extending inspection frequencies is under consideration
 1. Help alleviate resource demand
 2. Impacts to amount of data and “familiarity” with structure
 3. Frequency extension would affect locals more than state system
- ii. Coding Scour at culvert aprons
 1. Attach scour defect to culvert element (cannot have defect with end treatment assessment)
 1. Action Item 3
 1. Assigned to: Dave G. and Travis
 2. Travis will add Scour to all culvert elements in HSIS.
 3. Dave will work to get changes into Field Manual.
- iii. Timber wearing surfaces (without running boards)
 1. Initial discussion leads to code as wearing surface bare
 2. CO will revisit and provide final direction
 1. Action Item 4
 1. Assigned to: Dave G.
 2. Will develop a recommendation by next quarterly meeting.
- e. Best practices

2) Digital Signature Discussion

- a. Tied to WAMS ID and Inspector ID
- b. “Complete” will sign the inspection. Require manual complete?
- c. Will we need a “review” button as well?
 - i. Action Item 5
 1. Assigned to: Travis
 2. Will develop a draft “procedure” on how digital signatures will be implemented, to be reviewed by the group.

3) Ipad / Window’s Tablet Pilot – Coming soon...

- a. 3 Regions participating in pilot program
 - i. Responses by Jan ’15 to determine if program will expand
- b. CO will have spare iPad and Tablet to loan out for other regions to try if wanted

4) Tracking of inspection effort

- a. Do you want to add prep time (hours/minutes)?
- b. Do you want to add entry time (hours/minutes)?
- c. Do you want to add total time (hours/minutes)?

- d. No strong push to develop separate fields for tracking these. Can include appropriate comments if needed.
 - i. Discussion suggests total inspection time is running 3-4x over old method

5) Activities to add to be able to enter/upload documents.

- a. Critical finding
- b. Thermography
- c. GPR
- d. MIC Study
- e. Others?
- f. Still working on HSIS bug to allow only activity entry without assigning "Interim" inspection

6) HSI Upgrades and Enhancements?

- a. What works well now?
- b. What would make it work better?
 - i. Check into uploading/printing of PDF attachments
 - ii. HSIS will revert back to ability of allowing inspection type & date change after inspection creation

7) Other Items

- a. Load Posting Verification Forms (DT2122)
 - i. Form along with picture should be loaded into HSIS during next routine inspection for all load posted bridges
Action Item 6: Regional offices to notify locals of this requirement
- b. Critical Finding Report
 - i. Process to replace old 911 smart flag
 - ii. Draft report provided to meeting attendees

Action Item 7: Asking for review and comment from regions
 - iii. Goal is to ultimately include this within HSIS
- c. Inspection Policy Items (Streambed profiles, underwater inspections, and load posted Inspections)
 - i. Still working on finalized policy
Action Item 8: Regions were sent the latest copy of draft memo's. Provide comments to C.O., including thoughts on implementation strategy (timing, communication to bridge owners, etc.)
- d. Updated field manuals planned to be printed this fall in conjunction with Fall Refresher Training
Action Item 9: Regional offices to provide CO with any manual comments/changes for inclusion into new draft
- e. Communication/Dissemination of Information

- i. Include PMs as cc on policy change and directives given to locals to keep in loop
- ii. Maintain information flow from CO → Region/PM → Locals as in past

8) Next Meeting

- a. Intend to meet quarterly – Next Date TBD
 - i. Action Item 10:
 - 1. Assigned to Dave G.
 - 2. Set date/location for next meeting