



Joint Training and Certification Program

Advisory Council Meeting – November 6, 2024

SUMMARY OF OPEN ACTION ITEMS:

| New Action Items from 11/06/2024 Meeting | Action Owner |
|---|---------------|
| Industry organization members to review training structure and provide recommendations for program improvements. | AC |
| Provide schedule for 2025 recertification sessions based on previous attendance statistics. Post to CSULB enrollment webpage. | Shadi/Richard |
| Develop rules for recert session enrollment. Share with AC for comment. Post to CSULB website in conjunction with 2025 recert schedule. | Richard/Shadi |
| Work with TC to formulate options for T 308 certification. | Richard/TC |
| Pursue field testing technician module concept (CT 216 / CT 231) with TC. | Richard/TC |
| Revise JTCP brochure to include ACI. Route to AC for comment. | Richard |
| Edit session evaluation form to improve accuracy of technician level of experience. | Richard |

AGENDA ITEM 1: Introduction – Roll Call – Review Agenda

- Attendees: Richard Hibbard, Tim Greutert, Brett Soldano, Shadi Saadeh, Guadalupe Magana, Joseph Dongo, Chris Long, Russell Snyder, Michelle Craig, Charles Stuart, Jim Auser, Jinesh Mehta, Cameron Richardson, Kelly Lorah, Clinton Edmiston, Augie Smarkle
 - Not in attendance: Hamid Rahai, Chris Smith
- New rep for CalcIMA – Cameron Richardson
- Richard Hibbard has returned from Division of Construction and Clinton Edmiston has returned to HMA/Binder Lab. Thank you for holding down the fort, Clinton!
- A new FHWA rep is expected in January.
- The Confidentiality and Conflict of Interest statement was available for review and signature (online attendees approved verbally).
- Two METS buildings (main building and OSM) are currently closed due to the presence of asbestos.

AGENDA ITEM 2: Review Previous Action Items

| Previous Action Items | Action Owner | Status |
|---|---------------------|----------------------------|
| Send out next meeting invitation to AC | Richard | ASAP |
| Send out pre-read items in advance to improve effectiveness of the meeting (to include Agenda, previous meeting minutes, JTCP statistics, any additional info) | Richard | 2-3 weeks prior to meeting |
| Send out DRAFT and the FINAL meeting minutes | Richard | Recurring |
| Look into the feasibility of alternative training for 125. <ul style="list-style-type: none"> • METS developing videos for the METS Academy. • TC members have offered to provide video for use in creating various material sampling videos. | Technical Committee | Open |

| Previous Action Items | Action Owner | Status |
|---|-----------------|------------------------------|
| Route the draft JTCP brochure to the AC for comment. The current draft has the written content. Once the verbiage is confirmed, graphic designing will occur, then it will post to Caltrans website. <ul style="list-style-type: none"> NEW ACTION ITEM: Clinton to work on graphic design for cut sheet. | Richard / Kelly | Remove (see new action item) |
| Determine what funds are available for training and share how to access them. | FHWA TBD | Complete |
| Add in a chart to the dashboard to identify how many new vs veteran students are taking these courses. <ul style="list-style-type: none"> 04/2024: Session data needs to be input into SIAD and adjust the system to allow it to see who's a new student or not. It will take some time to determine how to go about getting it done. The intent is to determine the attrition level. Edit evaluation sheets to define the level of experience more accurately, i.e. "less than 1 year", "1-3 years", "4-10 years", "more than 10 years" | Richard | In Progress |
| After the Technical Committee Roster is updated and final, post to JTCP website | Kelly | Complete |

| Bin List | Action Owner | Status |
|--|--------------|----------------------|
| Develop a formal recognition for Advisory Council participants | Richard | Bin List |
| Develop a CT 125 only module after the PMPC updates to CT 125 are complete | Richard | Bin List |
| Track additional comments related to the inclusion of CT 216 in the Soils and Aggregate module | Richard | Bin List |
| Research the feasibility of renewing the CT/CSULB contract to last 5 years (after the current 3-year contract expires) | Richard | Move to action items |
| Cost analysis and breakdown for JTCP initial training and recertification | Richard | Bin List |
| ACI Concrete Strength Testing Technician as possible additional module added to JTCP PCC | AC | Bin List |

AGENDA ITEM 3: JTCP Dashboard / Session Statistics

- Session Enrollment Volume**
 - 2022 had the heaviest enrollment of any year since inception. As a result, recertifying technicians are expected to make 2025 a very busy year.
- Experience categories**
 - Edit evaluation sheets to define the level of experience more accurately, i.e. "less than 1 year", "1-3 years", "4-10 years", "more than 10 years". Current version has "0-5 years", "5-10 years", "11-15 years", "16-20 years" and "20+ years".
 - Changing the experience categories will mean a restart to session data and dashboard.
- Cumulative Enrollment by Year**
 - 2024 appears to be a typical year with an anticipated cumulative enrollment of 950 to 1,000.
 - 2020 was a low year with only 410 enrollees, but was followed up in 2023 with 614.

- 2021 had 933 enrollees, but 2024 is well ahead of that number as of now, with an expected enrollment greater than 950 – 1,000.
- 2022 had an enrollment of 1022, so based on historical increases, 2025 should surpass that number by 5-10%

AGENDA ITEM 4: Technical Committee Updates:

1. AASHTO T 30 and handbook status

- HMA I & II material is under development to address AASHTO T 30.
- HMA I handbook will include T 30 and be complete by mid-December.
- HMA II handbook has been amended to include more explanation and calculations related to aggregate correction factor. New version is out for review with the TC.
- CT 216 Field Training Module may be created. It would be 1- or 2-day classes that cover CT 216, 231, 125, 226, and possibly 375.

2. T 308 Issues

- Some labs would like to see HMA 1 include T 308 to align with regular production work. As it is now, some technicians go to HMA 2 for the purpose of obtaining T 308 and nothing else.
- T 308 has additional complexity with binder and aggregate correction factors that would make it difficult to add to HMA 1 without including an additional training day.
- The test method could be split to “T 308-A” (a certification for doing regular production burns) and “T 308-B” (a certification for the full test method, including correction factors). T 308-A might fit into HMA 1. T 308-B is already in HMA 2.
- A “half” certification like T 308-A might not make any sense to AASHTO RE:Source for accreditations.
- HMA 2 enrollment would decline, thus changing the fee structure.
- It was suggested that HMA 1 enrollment would increase with the change to a more production-friendly module.
- Those who take both HMA 1 and 2 would need to go through the basic burn process twice. This could be avoided if HMA 1 became a prerequisite for HMA 2.

3. CT 216 – field training module

- Technical Committee in discussions of pursuing a field module to include CT 216, CT 231, CT 125, CT 226, and possibly CT 375.
- AC supports this development.

AGENDA ITEM 5: Break

AGENDA ITEM 6: Recertification sessions

• Enrollment statistics

- Recertification courses were difficult to fill during the last year (Sept 2023 to Oct 2024). Roughly 1/3 of the technicians eligible enrolled in a recert session. The original prediction was that about 2/3 of technicians would opt for the recert path. However, attrition had to be taken into account, so predicting the demand was very difficult.

- **Recert session schedule for 2025**
 - There was a 40-60% increase in enrollment in 2022 as compared to 2021, so there should be a similar increase in technicians eligible for recertification sessions.
 - Using the enrollment rates from 2024, a recert session schedule will be set for 2025. These sessions will be made available immediately so that technicians and lab managers can plan ahead.
 - The general goal is to never need to cancel a recert session.
- **Recert session management**
 - Schedule more sessions early in the year (high season).
 - Number of sessions available will depend on the location, based on past demand by location.
 - Sessions will be set for the whole year so technicians can see the availability and plan accordingly.
- **Rules and expectations for recert sessions**
 - If enrollment does not meet minimum, then the session will be cancelled, not postponed. The enrolled technicians will need to move to a regular session.
 - If unable to enroll in the session closest to a cert expiration, there will not be extensions to the next available session, including if the session was cancelled.
 - If the session fills, remaining eligible technicians can go on a wait list or attend a regular session. If the wait list becomes long enough, another recert session may be opened.

AGENDA ITEM 7: JTCP Outreach Brochure

- Everyone agreed that the brochure looked good to go after some minor modifications.
- ACI FG1 session info needs to be added along with ACI contact info and a QR code.
- New version to be distributed to AC for comment.

AGENDA ITEM 8: Roundtable / New Items / Review Action Items / Next Meeting

- **Roundtable**
 - Ran out of time.
- **New Action Items**
 - Industry organization members to review training structure and provide recommendations for program improvements. – Advisory Council
 - Provide schedule for 2025 recertification sessions based on previous attendance statistics. Post to CSULB enrollment webpage. – Shadi/Richard
 - Develop rules for recert session enrollment. Share with AC for comment. Post to CSULB website in conjunction with 2025 recert schedule. – Richard/Shadi
 - Work with TC to formulate options for T 308 certification. – Richard/TC
 - Pursue field testing technician module concept (CT 216 / CT 231) with TC. – Richard/TC
 - Revise JTCP brochure to include ACI. Route to AC for comment. – Richard
 - Edit session evaluation sheet to better capture technician experience.
 - Research the feasibility of renewing the CT/CSULB contract to last 5 years (after the current 3-year contract expires) – Moved up from Bin List. – Richard/Shadi
- **Next Meeting**
 - **April 18, 2025**