Joint Training and Certification Program

Advisory Council Meeting – April 21, 2023

SUMMARY OF OPEN ACTION ITEMS:

New Action Items 4/21/2023 Meeting	Action Owner	Status
Send out next meeting invitation to AC	Richard	ASAP
Send out pre-read items in advance of meeting 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
Email info to AC members regarding CT 105/CT 125 opt-out solution for testers taking both HMA I and S&A. (Chosen solution: Testers complete CT 105/125 every time.)	Richard	Open
Email info to AC members regarding CT 125 outside of JTCP (Solution Proposed: CT 125 certs outside of JTCP should follow the standard certification cycle, i.e., 2-years (1-year for new testers))	Richard	Open
Email info to AC members regarding enrollment & certification extensions (Chosen Solution: If the tester enrolls in a session that occurs within 45 days after expiration, then extensions will be granted upon request.)	Richard	Open
Look into the feasibility of alternative training for 125 (Virtual component? How does IA fit in?)	Technical Committee	Open
Help in communication of the recertification courses	All	Open
Coordinate with the new state legislature rep for visit to CSULB facility	Russell	Open
Develop a cut sheet for JTCP for distribution to jobs programs.	Russell	Open

Previous Action Items Still Open	Action Owner	Status
Develop policy for certification extension requests as related to enrollment and session date	Richard	Re-opened
Update the JTCP Dashboard to view yearly cumulative totals of student volumes	Richard	Complete
Discuss with Technical Committee the timing of transition to Aug 2022 versions of CT 125 HMA and CT 306.	Richard	Complete
Conduct dry run sessions for new 1-day review courses	Shadi	Complete
Send new CT 125 AGG & HMA training guides to AC	Richard	Complete

AGENDA ITEM 1: Introduction – Roll Call – Review Agenda

- Today, we will be discussing our successes and investigate creating efficiencies.

- There was a confidentiality agreement that was signed on the way into the meeting. Charley, Chris, and Jackie agreed verbally over Webex.

AGENDA ITEM 2: Welcome visitors to meeting
- Welcome, August "Augie" Smarkle!

AGENDA ITEM 3: Review Previous Action Items

Action Item List (Previous AC Meetings)	Action Owner	Status
Send out next meeting invitation to AC	Richard	Recurring
Send out pre-read items in advance of meeting to improve effectiveness of the meeting (to include Agenda, previous meeting minutes, JTCP statistics, any additional info)	Richard	Recurring
Send out DRAFT and the FINAL meeting minutes	Richard	Recurring
Develop policy for recertification extension requests as related to enrollment and session date	Richard	Re-opened
Update JTCP Dashboard to view yearly cumulative student volume	Richard	Complete
Discuss with Technical Committee the timing of transition to Aug 2022 versions of CT 125 HMA and CT 306	Richard	Complete
Conduct dry run session for new 1-day review courses	Richard	Complete
Send new CT 125 AGG & HMA training guides to AC	Richard	Complete

Bin List	Action Owner	Status
Develop a formal recognition for Advisory Council participants	Richard	Remove
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	Bin List
Cost analysis and breakdown for JTCP initial training and recertification	Richard / Jeremy	On Hold
ACI Concrete Strength Testing Technician as possible additional module added to JTCP PCC	AC	On Hold

- **Previous Action Items discussion:**
  - ○ Send out next meeting invitation to AC – Recurring item
  - ○ Send out pre-read items in advance of meeting to improve effectiveness of the meeting (to include Agenda, previous meeting minutes, JTCP statistics, any additional info) – Recurring item
  - ○ Send out DRAFT and the FINAL meeting minutes – Recurring item

- ○ Develop policy for certification extension requests as related to enrollment and session date – Re-opened
  - ▪ This will be discussed later in the meeting during the Program Assessment portion.
- ○ Update JTCP Dashboard to view yearly cumulative student volume
  - ▪ The cumulative student volume chart has been created, though it may not stay on the dashboard.
- ○ Discuss with Technical Committee the timing of transition to Aug 2022 versions of CT 125 HMA and CT 306
  - ▪ METS eliminated the rubberized part of CT 306 (part 2). The newest HMA manual has R 47.
- ○ Conduct dry run session for new 1-day review courses
  - ▪ This was completed and will be discussed further later in the meeting.
- ○ Send new CT 125 AGG & HMA training guides to AC
  - ▪ These training guides were created to help any tester that is requesting CT 125 outside this program. This will also be discussed further during the Program Assessment portion.
- ○ Attend/observe ACI Concrete Strength Testing Technician certification as administered by ACI NorCal-WNev and by the ACI Resource Center in San Bernardino
- ○ Begin development of one-day review courses
- ○ Cost analysis and breakdown for JTCP initial training and recertification
- **Bin List discussion:**
  - ○ Develop a formal recognition for Advisory Council participants
    - ▪ Jeremy recommended removing this bin list item. Though recognition is favorable, this was found to be unnecessary. All members are posted to the external website. Further website improvements are coming soon.
  - ○ Develop a CT 125 only module after the PMPC updates to CT 125 are complete
    - ▪ This was discussed at the Technical Committee and with the DMEs. In 2017, an interim decision was made to only require CT 125 if the individual qualified for taking the tests after CT 125. Industry and Caltrans are aware of the lack of samplers.
    - ▪ Question: What is the constraint of this? Is it too complex to work on now?
      - • Answer: We're not sure about Industry's feedback. We can bring this to the technical committee to determine the urgency of this issue. The anticipated issue is the fact that we could not train 800 technicians quickly. The refresher courses may help. The other issue is it will require a significant number of resources.
    - ▪ Suggestion/Question: Could this be done virtually at all?
      - • Answer: It likely will not be the same as in person. Training virtually tends to not be as effective. A hybrid (teach with video, hands on in person) option may be viable, even as preparation "documentation" for the training.
  - ○ Track additional comments related to the inclusion of CT 216 in the Soils and Aggregate module
    - ▪ The CT 216 S&A training needs to be improved/clarified.
  - ○ Cost analysis and breakdown for JTCP initial training and recertification – On hold
    - ▪ The new contract has a more detailed cost breakdown, but this is still on hold.
  - ○ ACI Concrete Strength Testing Technician as possible additional module added to JTCP PCC – On hold
  - ○ Research the feasibility of renewing the CT/CSULB contract to last 5 years (after the current 3-year

contract expires)

AGENDA ITEM 4: Class Statistics and JTCP Dashboard

- COVID created a strange hiatus/lull in the students. This year will likely follow a similar trend. It may take time to even out. 2022 was exceptionally high due to the COVID restrictions being lifted.
- SJSU's facility evaluation scores are lower than CSULB. They have issues with their lab and classroom being cold and with organization. They received some feedback, and they should come up even higher than they are now.
- Congratulations and great job to ACI Resource Center in San Bernardino for having very high pass rates!

AGENDA ITEM 5: Program Updates

1. **Contract Approved**
   - The contract will last for 3 years (expires January 2026)
   - Regular course fee remains unchanged (Inflation did not affect the course fees). Recert course fee will be lower than regular course, plus savings from less per diem and time from work.
   - Recertification courses are official, and the plan is to start offering them in July.
2. **Recertification Review Courses**
   - One of the benefits of offering recertification courses is that 2 can be offered a week (as opposed to 1 a week) and testers can take HMA and Soils & Aggregate in one week. This increases program capacity which will be key in busier years.
   - In-person training meets program goals of collaboration, understanding and networking.
   - Enrollment info and messaging on the CSULB and Caltrans websites is in development.
   - There was a 3-day event in December to dry run the presentations and the lab setup.
3. **Training Material Development**
   - HMA I handbook: CT 306 part 2 (splitting rubberized HMA) was removed.
   - HMA II handbook: This was completely overhauled and now includes the 2022 AASHTOs. The presentations follow along with the book better and there was the addition of T 308 agg correction factor info.
   - Soils & Agg handbook: This is in the works for Summer 2023. The review course presentation already has a revised CT 216 presentation.

AGENDA ITEM 6: Break

AGENDA ITEM 7: Program Updates (cont.)

4. **Opting back into test methods**
   - What it is right now: Recertifying testers can opt out of the training and go straight to exam day. If the tester had opted out of any test methods on previous certification, they cannot opt back in without attending the regular training.
   - What it will be: Recertifying testers will attend a mandatory 1-day review the day prior to the exam day. They can opt back into any module-related test methods.
5. **Opting out of CT 105 & CT 125 AGG**

- What is it right now: Testers that enroll in both HMA I and S&A can opt out of CT 105 and CT 125 AGG in the second of the modules attended.
- The issue: Some testers take these 2 modules a year or more apart. When recertifying, if the tester does not complete the first of the two modules, their CT 105 certification will remain expired until the second of the modules is completed.
- What it can be:
  - Option 1: The tester can opt out if the modules are within 6 months of each other.
  - Option 2: Testers complete CT 105/125 every time.
- Option 2 was voted as the option to move forward. This issue was uncommon, and the resolution will not have a large impact on the majority of students.

6. **CT 125 outside of JTCP**
- What it is right now: Testers can certify in CT 125 outside of JTCP and receive a 3-year cert for each of several test methods within CT 125.
- The issues: Entry-level testers are receiving 3-year certs without formal training. The IA program offers training guides for CT 125 AGG & HMA only. Testers are receiving 3-year certs for all sampling, not just CT 125 AGG and CT 125 HMA. 3-year certs do not match cyclically with other certifications outside of JTCP (2-year certs).
- What it should be: CT 125 certs outside of JTCP should follow the standard certification cycle, i.e., 2-years (1-year for new testers).
- This will be expanded, clarified, and formalized to be approved and voted on by council members. Initial yeses were received from Russell, Jeremy, and Joseph.

7. **Enrollment & certification extensions**
- What it is right now: Testers are expected to be enrolled in a session that occurs before cert expiration. Extensions are sometimes given to testers who enrolled before expiration, but the session occurs after expiration. Some testers have enrolled at within days of expiration and then requested an extension. We originally proposed that a tester must have session enrollment completed at least 45 days before their cert expiration to qualify for an extension.
- The issues: Fairness to testers who enroll on time. Determining if an extension request has merit. If we require the session occur before cert expiration. Certifications end up a net 2 years and 11 months. Certification cycle will continuously move back in the year.
- Our proposal: If the tester enrolls in a session that occurs within 45 days after expiration, then extensions will be granted upon request.
- What this will do: This will allow testers to better manage their certification cycle by selecting a session most near their expiration date. Additionally, if a tester must cancel on a session, they will have opportunity to enroll in the next available session without losing current certifications or recertification status. This will substantially reduce the need to make judgement calls on extension requests.
- The extension will not be automatic. Testers will still need to make the request to JTCP.
- The language will be drafted and brought before the advisory council before the website is updated. This has cursory approval.

AGENDA ITEM 8: On the horizon

1. **AASHTO T 30 (Post-burn gradation)**
   - This TM is currently in pilot project status, but may soon become regular spec. It is a bridge between HMA I and II where it is connected to T 308 and is a mix between T 11 and T 27.
   - Since CT 306 Part 2 has been eliminated, T 30 may fit into HMA I. However, HMA I should also be a prerequisite for HMA II. Currently some testers only certify in HMA II.
   - This was brought up to start considering whether to include T 30 in the program.
2. **Statistical Pay Factor (SPF)**
   - Currently in pilot project status.
   - Some test methods in the program are part of SPF. At one point there was consideration to create an SPF module. It's unclear how SPF might affect JTCP.

AGENDA ITEM 9: Roundtable / Review Action Items / Next Meeting
- Roundtable sentiments are positive; the meeting and program are working effectively. A sampling module is likely the new priority. The Program Updates were very effective in how they were presented.

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- Richard – Email info to AC members regarding CT 125 outside of JTCP (Solution Proposed: CT 125 certs outside of JTCP should follow the standard certification cycle, i.e., 2-years (1-year for new testers))
- Richard – Email info to AC members regarding enrollment & certification extensions (Chosen Solution: If the tester enrolls in a session that occurs within 45 days after expiration, then extensions will be granted upon request.)
- Technical Committee – Look into the feasibility of alternative training for 125 (Virtual component? How does IA fit in?)
- All – Help in communication of the recertification courses
- Russ – Coordinate with the new state legislature rep for visit to CSULB facility
- Russ – Develop a cut sheet for JTCP for distribution to jobs programs

New Bin List Items:
- None