



Joint Training and Certification Program

Advisory Council Meeting – April 24, 2026

SUMMARY OF NEWLY OPENED ACTION ITEMS:

New Action Items from 04/24/2026 Meeting	Action Owner
Contact Marjani Rollins in Civil Rights regarding JTCP program and info flyer	Richard
Resend the JTCP flyer to AC group	Richard
Create charts for dashboard: top and bottom 3 TMs passed/failed; opt-outs by TMs; possible % based charts for demographics	Kelly
Possible elected official tour at Long Beach	Russ

AGENDA ITEM 1: Introduction – Roll Call – Review Agenda

- Attendees: Richard Hibbard, Brett Soldano, Kelly Hutchins, Joe Harline, Charles Stuart, Shadi Saadeh, Chris Long, Cameron Richardson, Michelle Craig, Jim Auser, Russell Snyder, Firooz Hosainy, Joseph Dongo, Jinesh Mehta
- Not in attendance: Chris Smith, Ragu Thangavelautham

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 of meeting to improve effectiveness of the meeting (to include Agenda, previous meeting minutes, JTCP statistics, any additional info)	Richard	1-2 weeks prior to meeting
Send out DRAFT and the FINAL meeting minutes	Richard	Recurring
Reach out to Soroosh Amelian (HQ Construction) regarding T 308	Cameron	Complete
Provide schedule for 2026 recertification sessions based on previous attendance statistics. Post to CSULB enrollment website.	Shadi/Richard	Complete
Prepare to purchase second ignition furnace for each JTCP lab, obtain approval for the furnace additions, prepare lab sites.	Richard/Shadi	In Progress
Reach out to Sac State regarding possible JTCP training facility	Richard/TC	Open
Create a sub-committee for determining HMA 1&2 training content and certification day exam procedures.	Richard/TC	Open
Pursue field testing technician module concept (CT 216 / CT 231) with Technical Committee.	Richard/TC	In Progress
JTCP staff to determine the origin of any session attendee that has marked "other" on the evaluation form or does not otherwise appear to be associated with a lab. Possibly develop a short questionnaire that asks a few extra questions and includes "I want to be contacted regarding potential employment. Yes/no".	Richard	Complete

Previous Action Items	Action Owner	Status
Look into the feasibility of alternative training for CT 125.	Technical Committee	Open

Bin List	Action Owner	Status
Develop a CT 125 only module after the PMPC updates to CT 125 are complete	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

- **New Power BI dashboard**
 - The dashboard has been converted to Power BI and now spans 2 pages.
 - Power BI allows mouseover to see more details
- **“Other” enrollees**
 - Interview form created for unaffiliated technicians
 - New technician interview
 - Instructor observations
 - Caltrans IA observations
 - Only one interview so far. This enrollee had mentioned requirements for Caltrans hire and may be looking to get employed with the State.
 - JTCP instructors to be reminded to watch out for unaffiliated attendees.
- **Recertification enrollment statistics**
 - Filling sessions is difficult this year (on the 3-year cycle from COVID)
 - Only 3 of 12 scheduled sessions were completed. The other 9 were cancelled due to low enrollment.
 - The session that were completed were at half capacity.
- **Proposed 2027 recert session schedule**
 - HMA 1 & 2 Pairings: March CSULB & SJSU; November CSULB & SJSU
 - Soils & Agg: March CSULB & SJSU; November CSULB & SJSU
 - Recert courses will accept technicians whose certs will expire within 60 days before or after the course
 - Websites will post sessions well ahead of time and will state that if the session fills up, there may not be another session opened. However, if the session is full, get on the waiting list. If the waiting list becomes long enough, another session will be opened.

AGENDA ITEM 4: Break

AGENDA ITEM 5: Technical Committee Update

- **PMPC ad hoc committee update (PPG process)**
 - Appear to have reached an agreement on the entire PPG process regarding how binder and aggregate corrections are determined.

- METS HMA branch is drafting a new CT to make the process official.
- Need statewide review and concurrence before the CT will be included in CPDs, specs, or otherwise added to projects as a change order.
- **New HMA 1 module status**
 - Draft handbook & presentation out for review to the technical committee
 - Equipment purchase is in progress
 - New ignition furnace and maryann-style sieve shakers for each lab.
- **New HMA 2 module status**
 - Draft handbook & presentation started
 - Waiting on decisions from PMPC
- **Laboratory changes**
 - Need additional furnace at each location
 - Need appropriate sieve equipment for T 30
- **Estimated transition to new format**
 - Would like to believe we will do 1st sessions this summer (may be too ambitious) or fall (more realistic)
- **Tasks to complete for T 308 restructuring:**
 - HMA 1 handbook revision (draft in review)
 - HMA 2 handbook revision (in progress)
 - Awaiting decisions from PMPC
 - CT is being reviewed as of yesterday
 - Lab training and exam process TBD
 - IA written and practical exam packet revisions
 - Laboratory equipment (in progress)
 - Two need ignition furnaces to be purchased on current contract
 - Addition of “Silent Sifter” shakers, 12” round sieves
 - Instruction dry runs, lab assistant and IA training
 - Website adjustments
 - HMA 1 & 2 general information
 - Prerequisite training material and quiz revisions
 - Outreach to labs and technicians

AGENDA ITEM 6: JTCP Contract Update

- Current contract was extended to June 30, 2026
- New contract request has been approved by DGS
- CSULB has completed signatures
- Funding has been established
- Current module structure to remain until the PPG process is settled and new training material is complete
 - Minor adjustments to module structure will likely be accepted without needing a new contract
 - Main concern is significant effects to enrollment

AGENDA ITEM 7: Roundtable / New Items / Review Action Items / Next Meeting

- **Roundtable**

- The dashboard/data is at the point where we're looking for issues. Most program-wide issues have been found and resolved.
- There is excitement that the contract is coming together nicely this year.
- **New Action Items:**
 - Richard – Contact Marjani Rollins in Civil Rights
 - Richard – Resend the Joint Training flyer to AC group
 - Russ – Will send a thank you note to DPAC (David Prizmich, Shauna Asbury, and Kathleen Stonetakai)
 - Kelly – Create charts for dashboard: top and bottom 3 TMs passed/failed; opt-outs by TMs; perhaps % based charts for demographics
 - Russ – Elected official tour at Long Beach?
- **Next Meeting**
 - October at ACI NorCal/WNev, Sacramento