



Iowa DOT TTCP

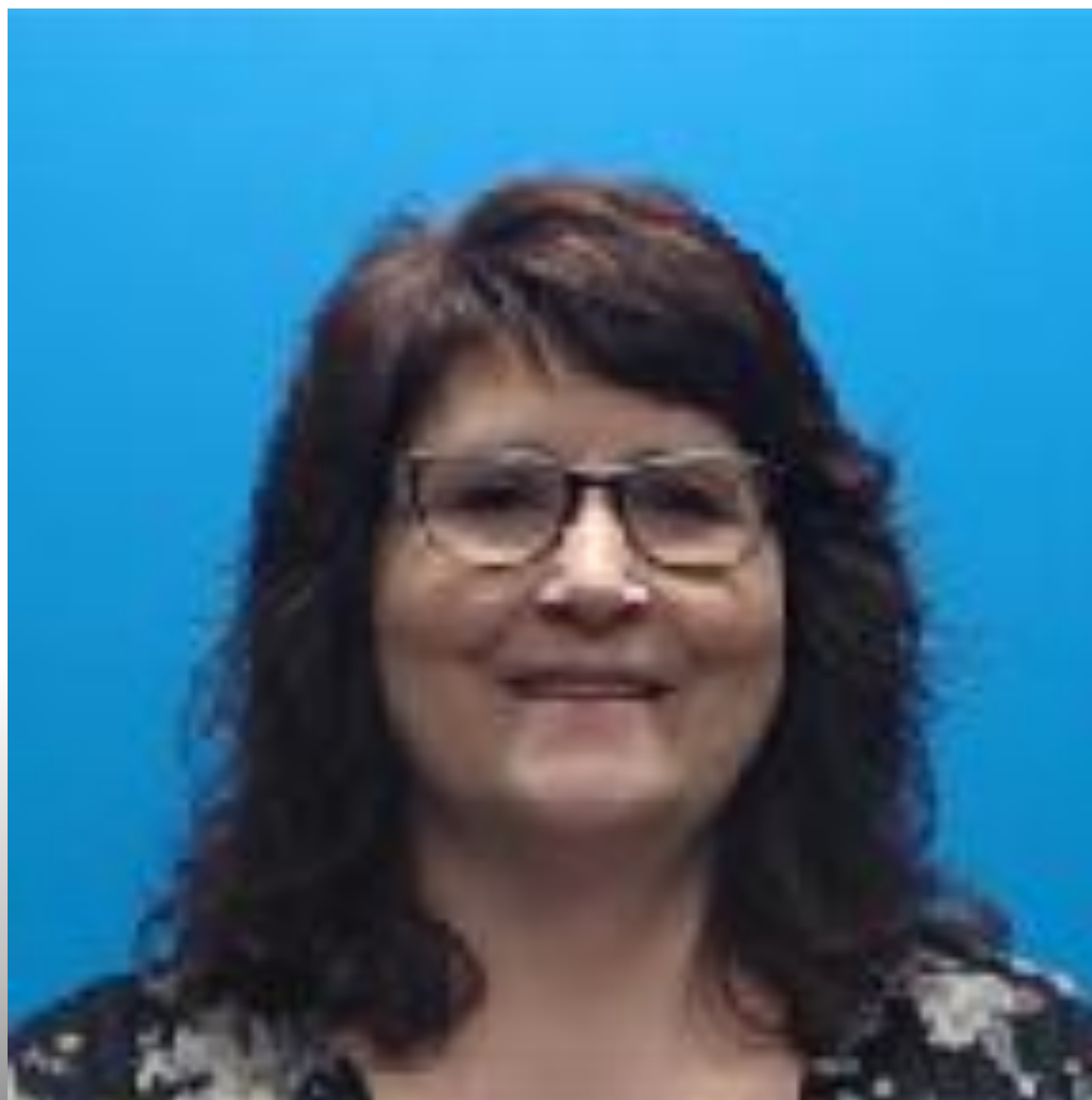
2026 M-TRAC Meeting
Green Bay, WI





What is new

- I'm losing Hope.





What is new

- Introducing Kylie.





New LMS

- Workday Learning – year 2
- Starting to get the hang of it
- Major IT changes



ADA Compliance

- All online manuals
- All web pages
- All certificates



Contract Administration

- Contract Administration Introduction
 - Very Basic Course (1 Day)
- Navigating Contractual Elements
 - Field Inspection focused (2 Day)
 - Contract Review and Preparation, Documentation, Compliance monitoring, Payment administration, Closeout procedures
- Understanding Davis-Bacon Payrolls & Compliance
 - Office Staff focused (1 Day)
 - Understanding DBE, Payroll checking, EEO
- Understanding Materials & Closeout Compliance
 - All Staff (2 Day)
 - What it takes to finalize a project -



New Precast certification

- Precast certification
 - Stand alone certification for Precast plant technicians
 - Replaces Level I PCC prerequisite for Prestress
 - 3 days with lab component. (Concrete lab)
 - Trial class spring of 2025 2026 2027.

Technical Training and Certification Program



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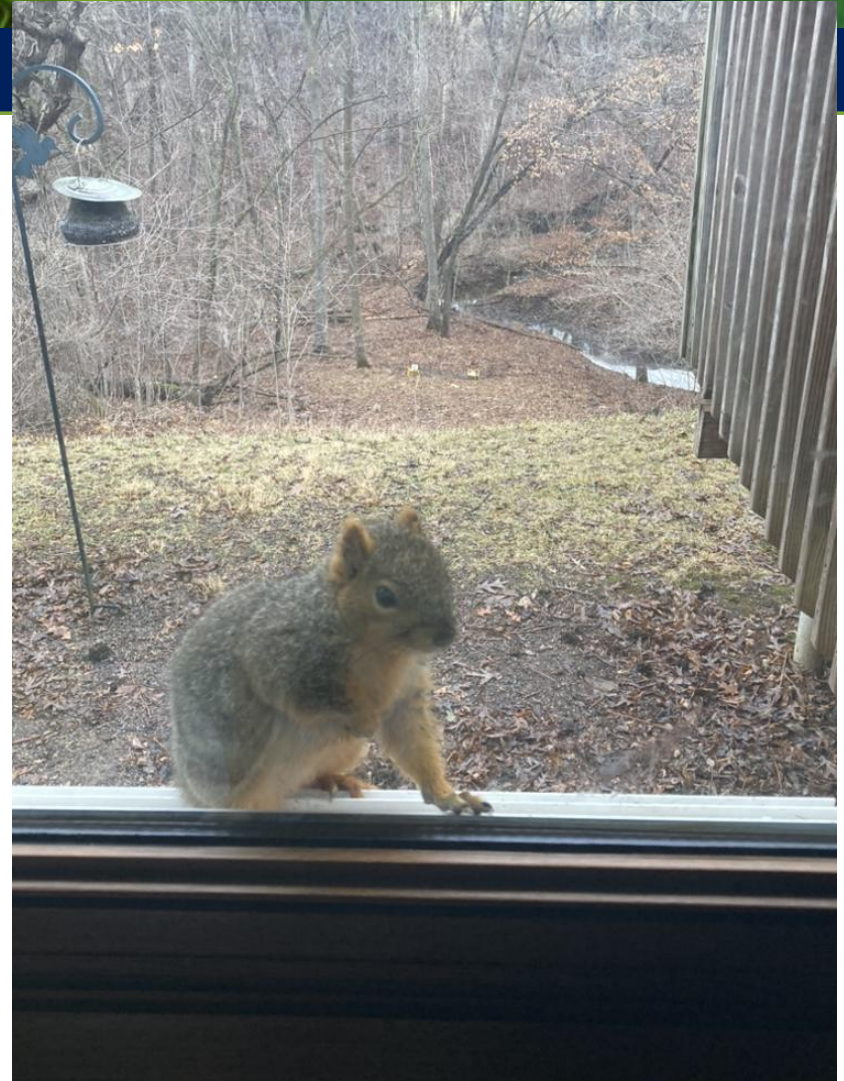
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The Program - Structure

- Program Director – Scott Nixon
- Board of Certification
- Federal Highway Administration (FHWA)
- Program Coordinators – Brian Squier & Kylie Sturtz
- DMACC Partners
- District TTCP Administrators
- TTCP Task Groups

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TTCP COORDINATORS

- Administer the TTCP according to the guidelines in IM 213.
- Coordinate task groups and class scheduling.
- Create, modify and update the online Registration Book, online Certified Technicians Book, printable certificates, TTCP website, the Learning Management System, the Certification Database, and all web-based training.
- Keep accurate training records of all enrollments, cancellations, completions, financial transactions, test scores, unsatisfactory performances, and certified technician information. Write ad hoc queries to pull data and create reports as needed.
- Review and provide desktop publishing services for all printed training materials. Write print orders, schedule, track, pick-up and disseminate printed training materials to proper locations. Track inventory.



TTCP COORDINATORS

- Monitor, summarize and/or respond to class evaluations, question challenges, requests for reciprocity and any other submitted comments or complaints.
- Review all class registrations for eligibility, prerequisites, correct payment type, missing information and more. Contact enrollees and resolve any issues.
- Monitor classes, proctor exams, set-up training sites, create, print and mail certification cards, deliver classroom supplies or technology as needed.
- Research technology and training delivery methods.
- Market the TTCP through mailings, email, various group presentations, and websites.
- Respond to thousand of emails and calls throughout the training season.

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DMACC PARTNERSHIP

- Hire instructors and proctors
- Teach and proctor
- Assist with Task Groups
- Provide flagship training facility (Boone)
- Provide audio-visual and class materials to the Districts
- Provide and support testing service
- Assist with scheduling
- Provide and manage class sign-in
- Assist with financial management of the program

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DISTRICT TTCP ADMINISTRATORS

- Assist with class scheduling and staffing
- Prepare the facility
- Assist with class sign-in and testing
- Assist with retesting, reciprocity testing, engineer testing, etc. at their location
- Track needed classroom materials and equipment
- Make calls on weather conditions or other issues
- Answer questions

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TASK GROUPS

- Consists of instructors and/or subject matter experts
- Meet at least twice each year
- Guiding group for each certification – class content, exam content, training material content (both print and web-based), class length, class format



TASK GROUPS

- Meetings scheduled in August – lunch provided
- Resources provided
 - Evaluations from last year
 - Changes to IM's, Specifications, etc. in the last year
- Course content (topics covered) and length
- Class Outline changes
- Manual changes – additions, deletions, corrections
- WBT changes – volunteers to evaluate web-based review courses for needed changes
- Exam question bank review and changes
- Instructor staffing

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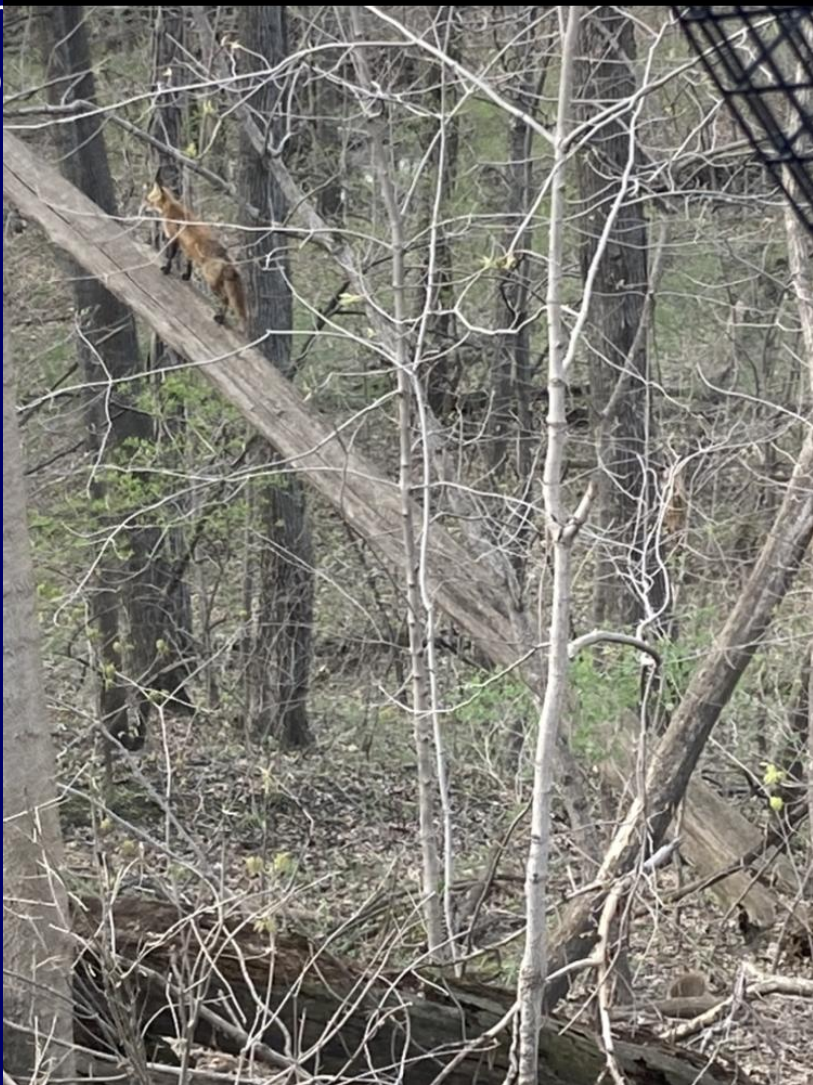
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Program Totals

- 13 different certifications
- Nearly 4,300 certified technicians
- Approximately 12,000 active certificates
- Wide variety of non-certification classes and web-based training

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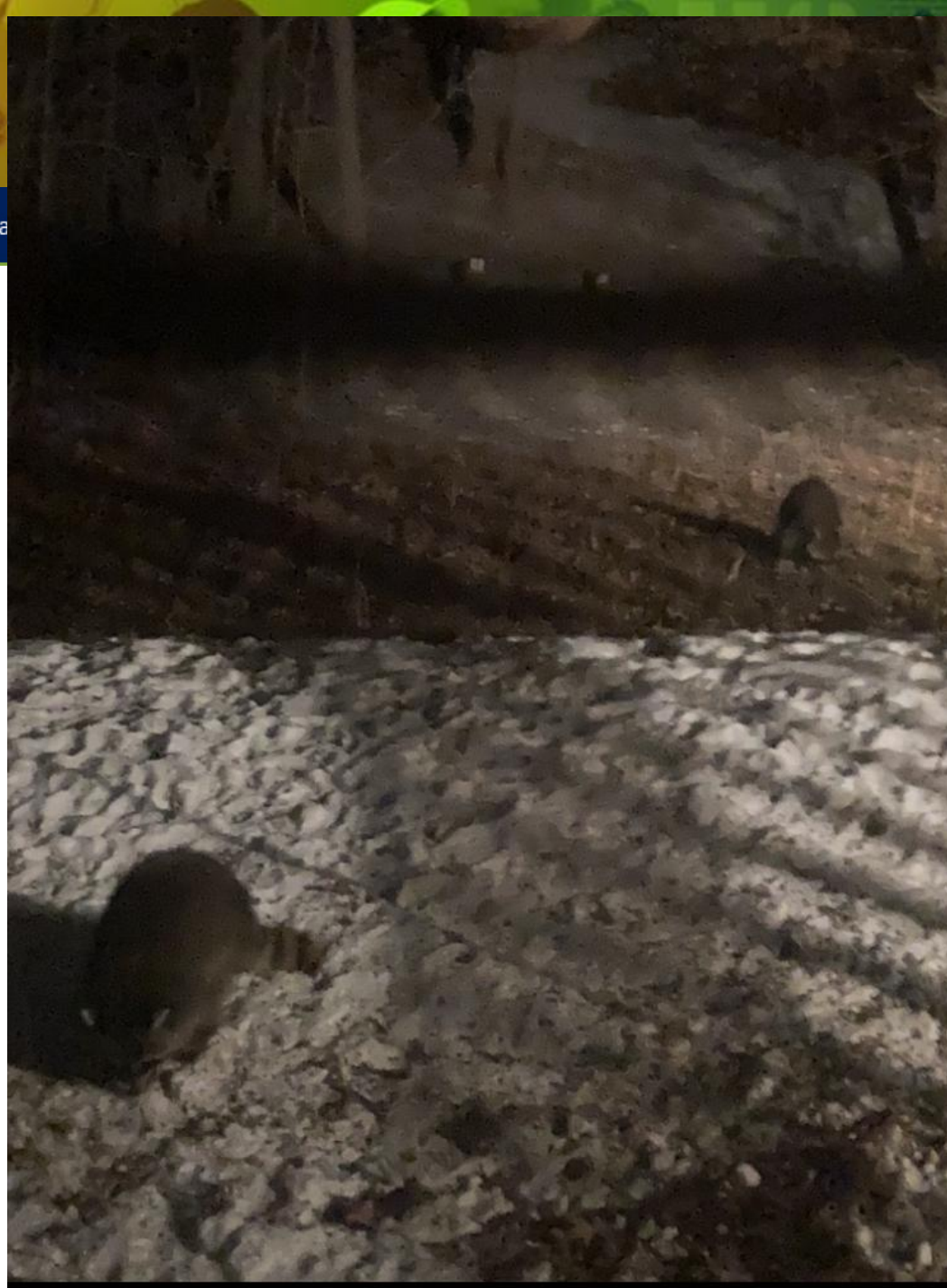
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2026-2027 TTCP CLASSES

- Scheduling done by late August
- Online Registration Book launch – October 1st



Web-based training

- 20 TTCP courses built in-house
 - Most are certification review and update courses
- 306 AASHTO Technical Training Solutions courses hosted in our LMS
 - Update when received

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Computerized Exams

- Test.com
- Test banks of questions
- Randomized, individual generation
- Proctor must verify
- Timer
- Set fee plus charge per exam



Computerized Exams

- Encourages academic integrity
- Record keeping
- Question answer references in test banks
- Each district has a bank of testing tablets
- All TTCP certification examinations are computer-based
- Medical exceptions must be documented



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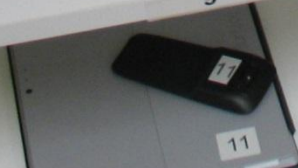
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Class Survey

- Currently a link in Workday Learning directs them to a Microsoft Form
- Not working
- Set up in Test.com to fill out before or after their exam
- What do others do?



Information

<http://www.iowadot.gov/training/ttcp.html>

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