



CALIFORNIA COUNCIL OF TESTING AND INSPECTION AGENCIES

June 18, 2015
Four Points by Sheraton
4900 Duckhorn Drive
Sacramento, CA 95834

Minutes - General Business Meeting

1. Call to Order – Ross Esfandiari

a. Time

- *The meeting was called to order at 12:32 p.m. by President Ross Esfandiari.*

b. Self-introductions

- *The following members and guests were in attendance:*

Jim Auser (BSK Associates)

Mariel Attento (Twining, Inc.)

Jeffrey Cannon (Youngdahl Consulting Group)

Elizabeth Clarke (Structure Materials Group)

Cliff Craig (Structure Materials Group)

Miki Craig (CCTIA Staff)

Terry Eglund (Testing Engineers, Inc.)

Ross Esfandiari (RES Engineers, Inc.)

Eric France (Division of the State Architect)

Dora Garcia (Neil O. Anderson & Assocs.)

Jim Hackett (Division of the State Architect)

Abdelkader Khelifa (Apex Testing Labs)

Ryan Merrell (Neil O. Anderson & Assocs.)

Edgar Santos (Youngdahl Consulting Group)

Troy Schiess (Neil O. Anderson & Assocs.)

Augie Smarkel (Mid Pacific Engineering)

Dan Smith (Mid Pacific Engineering)

Linas Vitkus (Twining, Inc.)

Chester Widom (Division of the State Architect)

2. Program – Chester Widom, State Architect, Jim Hackett, Principal Structural Engineer, and Eric France, LEA Coordinator

a. DSA Roundtable

- *President Esfandiari introduced and welcomed State Architect Chet Widom, Jim Hackett and Eric France.*
- *There is no state bond money at this particular point, but a new proposition is being developed for the next ballot. The good news is that approximately \$34B in local bonds have been previously approved by the electorate and is available for school construction. The Los Angeles Unified School District has about \$7B available, and is design for nine major campuses.*
- *DSA has been taking advantage of this slow down period to update its processes.*
- *DSA has two major responsibilities. The first, of course, is the oversight of school construction. Mr. Widom opined the industry has been doing a good job, citing a lack of structural damage following the Napa earthquake. The second responsibility is established by statute, which requires DSA to maintain economic parity.*
- *Mr. Widom went on to explain the LEA program is running a major deficit (in excess of \$100K) and has been underfunded for years. He is obligated by law to correct the problem, and so will be raising fees to \$8,000 for each 4-year accreditation period. While the new fee is not negotiable, he would like to give industry the opportunity to voice its opinion on payment options (i.e., single, annual, bi-annual payments). He noted increased fees would also be applied to Project Inspectors as that program is also underfunded by more than \$100K. It is unfortunate that DSA did not address the problem earlier allowing for smaller, incremental increases, but Mr. Widom cannot wait any longer to bring parity to the programs. President Esfandiari noted that, as a small firm, he would rather pay \$2,000 each year over a single lump sum payment. Member Terry Eglund suggested DSA give a discount if the entire fee is paid up front similar to IAS. Executive Secretary Craig suggested a graduated fee based on the gross sales of the agency to level the impact between small and large firms.*
- *It was noted that the increased fees for the agencies might be offset if DSA were to assist in getting the local jurisdictions of accept LEA as a comprehensive program, thereby eliminating the duplication of submittals and, in some cases, additional fees. Assistance with obtaining reciprocity with OSHPD would also be beneficial, as its new pre-approval program is an additional burden. Member Augie Smarkel volunteered to act as CCTIA's liaison to DSA, and will work with Eric France to develop marketing tools for industry's use with the local jurisdictions.*



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- Mr. Widom explained the “LEA” acronym for agencies has become a problem as DSA’s clients (the school districts) are also referred to as “LEA” (Local Education Authority). DSA will be transitioning the Laboratory Evaluation & Accreditation program to another name in order to resolve the issue. The name has not been selected at this time.
 - Mr. Jim Hackett then addressed the current status of the code change process in California. The Building Standards Commission is required every three years to adopt the codes for California. State agencies may then amend the codes to address particular issues. This process is going on now, with Mr. Eric France working several task forces. Structural code provisions will be heard in August; September will see the 45-day public hearing process (comments or concerns may be submitted at that time); with final adoption of the package expected in January 2016. The administration provisions (Part 1) become effective February 1, 2016, but the building provisions will not go into effect until January 1, 2017. Publication of the new codes is expected to be in June or July 2016.
 - Mr. Eric France noted that modifications to Part 1 were basically editorial cleanups as most of the heavy lifting was done in the previous code cycle. Reporting criteria has been modified to within one day instead of on the day of inspection. The issuance of copies of reports has been changed to within seven days of the date of inspection to accommodate the industry’s standard weekly reporting cycle. He noted all reporting should be uploaded to DSA Box as a policy requirement.
 - Member Cliff Craig commented that DSA Box could be a bottleneck as some architects are slow to get the testing agency access. Mr. Widom advised contacting the appropriate DSA field office document controller for problems of this nature. He noted this was a problem with the DSA-102 process, and requested Mr. France to check into it to find a solution. It was also noted that the architects typically assign access to the Responsible Engineer for the laboratory, but that alternate access for other staff handling the administrative side of reporting was needed. Member Linas Vitkus discussed the option of allowing the labs to email documents directly into DSA Box folders in lieu of logging in and then uploading. He was requested to draft his suggestion in an email to Mr. France in hopes DSA would implement the procedure and include it as a matter of policy.
 - Member Dora Garcia noted that DSA Box access does not allow the testing agency to add other staff members later as the job progresses. Mr. Widom suggested the agencies instruct the architects to enter the email granting the firm’s access as [\[project name\]rptng@\[companyname\].com](mailto:[project name]rptng@[companyname].com) allowing anyone in firm access if they also have the password. He reiterated each DSA office has a document controller to assist with these issues.
- Member Dora Garcia also addressed an issue with school districts still requiring a wet-signed 7-day report, refusing to accept the pdf versions provided in DSA Box. Mr. Widom confirmed he has addressed this issue with the districts, clearly stating they do not need copies other than those provided in DSA Box. He does not know what more he can do, as it is a client issue. He went on to state any similar requests from a DSA Field Engineer should be reported to him as he has absolute control over that. Past President Elizabeth Clarke commented her firm is working on a new project where the DSA Field Engineer has requested hard copies rather than utilizing DSA Box. She noted that she has encourage the Field Engineer to utilize the new process, but is concerned that it makes her firm look argumentative. Mr. Widom commiserated that it was indeed a problem, but he is trying to fix it.
- Mr. France picked up the thread of the code change cycle once again. He said there was minor work on the materials chapters, and thinks the changes are positive. He would like to hear industry’s opinion.
 - Executive Secretary Craig inquired if DSA was addressing the move to eliminate shop welding inspection and utilize the approved fabricator provisions. Mr. France responded DSA does not want to participate in that process and it would be business as usual. Some minor welding items (like fencing) would receive an exemption from inspection. He noted that coring of masonry was also being addressed, and encouraged those present to take a look at the proposed changes.



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- Moving on to the status of the LEA program, Mr. France noted that about one hundred firms had been brought into the electronic process, eliminating the need for paper submittals. Everything is now in DSA Box, and DSA has had good success with the lab program in utilizing an automated form process. Mr. Widom commented the intent was to facilitate easier changes and additions as the firm would not have to re-enter basic data after the initial input.
- According to Mr. Widom, 10- to 30% of the laboratories are not providing final verified reports. This cannot be tolerated any longer and DSA will begin withdrawing LEA approval where necessary. Member Cliff Craig suggested some form of due process be involved. Mr. Widom responded that calls requesting reports were being made, but ignored. If there is a problem with signing off on the form due to some noncompliant condition, the deviation should be noted on the Verified Report rather than not releasing it. Member Terry Egland explained he was holding a report at the architect's request due to difficulty obtaining approval of a CCD. The architect does not want his agency to issue the report with a noncompliance. He is trying to comply with his client's request, but it is creating a problem for his firm. The DSA Field Engineer should want to assist the process, as it does not make him look good either. Mr. Widom responded that if Mr. Egland's firm was threatened in any way, he wanted to know about it and he would address the issue with the architect, district, DSA Field Engineer, or whoever was the problem. Final reports can and should be issued with exceptions when CCDs are still in progress; the DSA Field Engineer would follow up with approval of those items during the closeout process.
- Mr. Widom closed the program with a reminder of his wish to be informed if any agency is having a problem with any DSA staff. His goal is to elevate the operation of his staff and the Division.

3. Approval of Minutes

- a. May 28, 2015
 - The minutes were approved as corrected.

4. Financial Report

- a. Income Statement (*handout*)
 - Executive Secretary Miki Craig provided a copy of the Income Statement through May 31, 2015, evidencing receipts totaling \$13,000.00 and expenses of \$2,912.51, leaving net reserves of \$10,087.49.
- b. Balance of Account
 - The balance of the checking account is \$19,448.52.

5. Committee Reports

- a. ICC/Local Jurisdictions – Miki Craig, Chair
 - No report
- b. ASTM – Jeffry Cannon, Chair
 - No report
- c. SEAONC CQA – Ross Esfandiari, Chair
 - Member Terry Egland reported the committee has finished its initial review of the special inspection/structural observation guideline, and has turned it over to Mr. Nathaniel Knight to review for grammar and stylistic revisions. CQA will be asking the Board of Directors to provide the guideline free of charge to the public as well as structural engineers.
 - The committee is looking for additional goals to present to the SEAONC Board for approval.
- d. DSA – Liaison TBD
 - Member Augie Smarkel has accepted the position as liaison, and will work with DSA to create marketing information targeting the LEA program as a total acceptance program. He will also address possible payment options for the newly increased fees as noted above.



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- e. Caltrans – Jim Backman, Chair
 - *Executive Secretary Craig reported negotiations to develop one statewide program for the ACI Field Testing Technician – Grade 1 certification continues between the three California ACI Chapters. They are very close to reaching a consensus in preparation for submitting a joint proposal to Caltrans.*
 - f. Membership – Jim Backman/Mike Parker, Co-Chairs
 - *No report*
 - g. Newsletter – Miki Craig, Editor
 - *No report*
 - h. Standard of Practice – Miki Craig, Chair
 - *No report*
 - i. Education – Elizabeth Clarke, Chair
 - *No report*
 - j. FAQ's – Terry Egland, Chair
 - *No report*
 - k. Programs – Elizabeth Clarke, Chair
 - *Mr. Oscar Duckworth, American Shotcrete Association Education Committee Chair, will be the guest speaker next month.*
6. Old Business
 - a. 2016 CCTIA Annual Business Meeting
 - *No report*
7. New Business
 - a. *None*
8. Adjournment
 - a. Time
 - *There being no further business, the meeting was adjourned at 2:07 p.m. by President Ross Esfandiari.*
 - b. Next meeting
 - *The next meeting will be held July 23, 2015, at the Four Points by Sheraton in Pleasanton.*

Respectfully submitted,
Miki Craig
Executive Secretary

Category Summary

Date Range: Custom Dates (1/1/2015 – 5/31/2015)

Accounts: All Accounts

Categories: All Categories

Tags: All Tags

Type: Summary for all categories

☐ Show Memo/Notes

▼ Money In \$13,000.00

Dues & Initiation Revenues \$13,000.00

2015 Annual Dues \$13,000.00

▼ Money Out -\$2,912.51

Meeting Expenses -\$2,912.51

2015 ABM -\$127.00

2015 General Meetings -\$2,785.51

Money In: \$13,000.00

Money Out: -\$2,912.51

Net Total: \$10,087.49

▼ Other Transactions

Neutral (Category total is zero)

Taxes and Licenses \$0.00