



CALIFORNIA COUNCIL OF TESTING AND INSPECTION AGENCIES

July 26, 2018
Web Conference

Minutes - General Business Meeting

1. Call to Order – Colin Stock
 - a. Time
 - The meeting was called to order at 1:15 p.m. by President Colin Stock.
 - b. Self-introductions
 - The following members and guests were in attendance:

John Atkinson (NV5)	Sam Sayawat (Inspection Services, Inc.)
Miki Craig (CCTIA)	Colin Stock (Testing Engineers, Inc.)
Ed King (Inspection Services, Inc.)	Linas Vitkus (Twining, Inc.)
2. Approval of Minutes
 - a. December 14, 2017 *(handout)*
 - The minutes were approved as submitted.
 - b. March 19, 2018 *(handout)*
 - The minutes were approved as submitted.
3. Financial Report
 - a. Income Statement *(handout)*
 - Executive Secretary Craig provided the financial report as of June 30, 2018. Revenues year-to-date are \$13,050.00, with expenses totaling \$2,680.87, leaving a net increase in reserves of \$10,369.13.
 - b. Balance of Account
 - The balance of the checking account at June 30, 2018 is \$23,567.84.
4. Committee Reports
 - a. ASTM – Jeffrey Cannon
 - No report
 - b. SEAONC CQA – Terry Eglund
 - No report
 - c. FAQs – Colin Stock
 - No report
 - d. NCAWNV ACI Certification – Chair TBD
 - Executive Secretary Craig reported classes are now booking in November and December for FTI program.
 - e. Caltrans JTCP – Jim Auser
 - Executive Secretary Craig reported CSULB has created yet another database for Caltrans. This one is tracking instructor and program evaluations for every class. Although Caltrans personnel are in attendance at every session, comments, complaints, and suggests will only be address if entered into the new database by the student.
 - The next JTCP Advisory Council meeting should be in October.
 - f. DSA – Augie Smarkel
 - No report
 - g. Membership – Jim Backman/Elizabeth Clarke
 - No report
 - h. Communications – Tim Rodriguez
 - No report
 - i. Professional Development – Elizabeth Clarke
 - Director John Atkinson inquired if CCTIA intended to conduct any training programs for technicians that would assist them in compiling CEU's. Executive Secretary Craig noted ICC no longer accepts CEU's issued by CCTIA, and the Council does not see a way forward to register under ICC's new training criteria. Director Atkinson opined training and refresher courses were still important to personnel, and he volunteered to put together an education plan for the membership to review.



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- j. Programs – Elizabeth Clarke
 - *President Stock noted GCP Applied Technologies would be presenting at the September 27th meeting. The subject matter focuses on fireproofing and firestopping inspections.*
 - *The October 25th meeting will be dedicated to the annual DSA Roundtable.*
 - *David Rothstein, PhD, PG, affiliated with CCTIA member Twining, Inc., will be presenting at program focused on petrographic laboratories at the December 13th meeting.*
 - *All of the above meetings will be held at the Stockton Hilton, in addition to being web conferenced via Zoom.*
5. Old Business
 - a. Intertek Qualified Personnel (IQP) Program per OSHPD PIN 67
 - *Member Ed King will follow up with Nanci Timmons.*
6. New Business
 - a. 2018 Calendar of Meetings *(handout)*
 - *Executive Secretary Craig provided a handout of proposed meeting dates, locations, and special programs.*
7. Adjournment
 - a. Time
 - *There being no further business, the meeting was adjourned at 1:48 p.m. by President Stock.*
 - b. Next meeting
 - *The next meeting will be by web conference only on August 23, 2018.*

Respectfully submitted,
Miki Craig
Executive Secretary

CCTIA
Operating Statement

	2018		
	<u>Month</u>	<u>Actual</u>	<u>Budget</u>
	<u>6/30/18</u>	<u>6/30/18</u>	<u>YE 12/31/18</u>
Revenues			
Dues & Initiation Revenues		\$11,700.00	\$11,700
ABM Registrations		1,350.00	1,800
ABM Sponsorships			
General Meeting Guest Registrations			
Education Programs			
<i>Total Revenues</i>	<i>0.00</i>	<i>13,050.00</i>	<i>13,500</i>
Expenses			
Education Programs			
Executive Secretary Services			1,000
Professional Services		4.50	4
Hemsley Award Expenses			
ABM Expenses		2,399.89	3,000
General Meetings			5,000
Webinar Services		149.90	240
Credit Card Processing Fees		46.88	360
Newsletter			
Office Supplies			100
Postage			50
S I Guidelines			
Stationary & Printing			
Taxes & Licenses		20.00	20
Website	9.95	59.70	400
<i>Total Expenses</i>	<i>9.95</i>	<i>2,680.87</i>	<i>10,174</i>
Net Reserves/(Losses)	(\$9.95)	\$10,369.13	\$3,326

Month Ended
June 30, 2018



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2018 Meeting Schedule

(Items in red are tentative)

<i>Date</i>	<i>Description</i>	<i>Location</i>
January 2018		
February 3, 2018	Installation Dinner	McNamara's Steak & Seafood, Dublin, CA.
March 2018		
April 2018		
May 2018		
June 28, 2018	General Meeting (1:00 pm)	Web Conference Only
July 26, 2018	General Meeting (1:00 pm)	Web Conference Only
August 23, 2018	General Meeting (1:00 pm)	Web Conference Only
September 27, 2018	General Meeting (1:00 pm) <u>Program:</u> Fireproofing & Fire Stopping Inspection <u>Guest Speakers:</u> John Dalton/Chad Wold (GCPAT)	Hilton, Stockton (web conference available)
October 25, 2018	BOD Meeting (10:30 am)	Hilton, Stockton (web conference available)
	Roundtable with DSA (1:00 pm)	
November 15, 2018	General Meeting (1:00 pm)	Web Conference Only
December 13, 2018	BOD Meeting (10:30 am)	Hilton, Stockton (web conference available)
	General Meeting (1:00 pm) <u>Program:</u> Petrographic Lab <u>Speaker:</u> David Rothstein, PhD, PG (via web conference)	
January 25, 2019 (Friday) and/or January 26, 2019 (Saturday)	Annual Business Meeting and/or Installation Dinner	Location to be Determined

*Note: World of Concrete – January 22-25, 2019, Las Vegas, NV
Super Bowl LIII – February 3, 2019, Atlanta, GA*