



CALIFORNIA COUNCIL OF TESTING AND INSPECTION AGENCIES

December 15, 2016
Four Points by Sheraton
5115 Hopyard Road
Pleasanton, CA 94588

Minutes - General Business Meeting

1. Call to Order – Tim Rodriguez
 - a. Time
 - *The meeting was called to order at 3:20 p.m. by President Tim Rodriguez.*
 - b. Self-introductions
 - *The following members were in attendance:*

<i>Jim Auser (BSK Associates)</i>	<i>Terry Eglund (Testing Engineers, Inc.)</i>
<i>Tim Casey (Construction Testing Services)</i>	<i>Mohammed Faiyaz (Applied Materials Engineering)</i>
<i>Dave Chippero (Testing Engineers, Inc.)</i>	<i>Tim Rodriguez (BSK Associates)</i>
<i>Cliff Craig (Retired)</i>	<i>Colin Stock (Testing Engineers, Inc.)</i>
<i>Miki Craig (CCTIA)</i>	
2. Approval of Minutes
 - a. November 17, 2016
 - *The minutes were approved as submitted.*
3. Financial Report
 - a. Income Statement (*handout*)
 - *Executive Secretary Miki Craig provided a copy of the Income Statement through November 30, 2016, evidencing receipts totaling \$14,950.00 and expenses of \$15,369.03, leaving net reduction in reserves of \$419.03.*
 - b. Balance of Account
 - *The balance in the checking account at November 30th was \$10,694.12.*
4. Committee Reports
 - a. ASTM – Jeffrey Cannon
 - *No report*
 - b. SEAONC CQA – Terry Eglund
 - *Director Terry Eglund reported the committee is currently in the process of evaluating whether or not to update the Special Inspection and Observation Guideline to the 2016 International Building code. The members are trying to decide on just preparing a commentary on the changes, or preparing an entire revision. The committee's first focus is the establishment and promotion of a uniform Statement of Special Inspection and Testing.*
 - *He noted the committee is still working on some FAQs, but those have been put on the back burner.*
 - c. FAQs – Colin Stock
 - *No report*
 - d. NCAWNV ACI Certification – Tim Casey/Cliff Craig
 - *Secretary/Treasurer Tim Casey reported he intends to attend the next meeting of the Certification Committee.*
 - *President Rodriguez attended the recent Adhesive Anchor Inspector certification pilot program. He was pleasantly surprised at the technical content and approach to the program, but distressed with the possible cost of more than \$600 per person. The new certification will be conducted in conjunction with the installer program, with the first live program scheduled during the World of Concrete.*



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- e. Caltrans JTCP Work Group – Jim Auser
 - *Liaison Jim Auser reported there would be a trial run of the new program January 25th through 27th for the HMA1, HMA2, soil, and aggregate modules. The location was not clear at this time. The scheduling of this event leads him to believe the review of all the modules has been completed.*
 - *Executive Secretary Craig reported the NCAWNV Chapter ACI is still progressing with CSULB's authorization documents.*
 - *Liaison Auser remarked Sacramento State and CSU Chico may also host training programs.*
 - f. DSA – Augie Smarkel
 - *Director Egland reported DSA is increasing its hourly fee for plan review, so are hitting everyone with cost increases. Member Dave Chippero noted they were also increasing fees for reviews of design changes, causing structural engineers to avoid the term and use “clarification” instead. This leaves the testing agency in the position of either accepting that for the 291, or being the “bad guy” on the project. The Project Inspectors are passing the buck so as not to upset their clients. He opined that in the case of an unclear detail, a clarification made sense; but more direct non-compliance issues may be a problem.*
 - *Director Egland inquired if anyone in attendance was involved in certifying an old school under DSA's remediation procedures. He noted had seen very few requests in the last year.*
 - *Member Chippero raised the topic of DSA's 60-day closeout letter. He noted the in-plant inspectors preapproved listing was gone from DSA's website, and the office was now requiring a DSA-6PI (Verified Report for Project Inspector) in lieu of the old certification. President Rodrigues noted State Architect Chet Widom had commented at CCTIA's Los Angeles meeting that DSA would allow a DSA-292 for in-plant fabricated items, prepared by the fabricator, provided the plant had an acceptable internal QA program under supervision of a structural engineer. Member Chippero responded he would confirm this policy with Eric France.*
 - g. Membership – Jim Backman/Elizabeth Clarke
 - *President Rodrigues reported he had prepared a draft letter to be sent to those non-member firms that had attended programs earlier this year.*
 - h. Communications – Tim Rodriguez
 - *No report*
 - i. Professional Development – Elizabeth Clarke
 - *No report*
 - j. Programs – Elizabeth Clarke
 - *No report*
5. Old Business
- a. 2017 Annual Installation Dinner (*handout*)
 - *Executive Secretary Craig provided registration forms for the upcoming event. Forms will be emailed to all current members, as well as several potential members. An announcement has been set up on the website, which is also accepting registrations. The Fireside Room has been reserved at McNamara's Steak & Seafood, which will accommodate up to 65 people. A reception will be held at 6:30 p.m., including appetizers and hosted bar service. Dinner will be served at 7:30 p.m., including a choice of four delicious entrees and two desserts. The installation of officers and directors will be conducted immediately following dinner. Spouses and guests are again welcomed this year, and the Executive Board hopes the membership will take advantage of the reduced cost of \$75.00 per person.*
 - b. 2017 Officers and Directors Election Results
 - *Executive Secretary Craig reported the ballot results on behalf of the Tallying Committee. New officers and directors serving in 2017 are as follows:*



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<i>President</i>	<i>Mark Hahle (Ninyo & Moore)</i>
<i>Vice President</i>	<i>Colin Stock (Testing Engineers, Inc.)</i>
<i>Secretary/Treasurer</i>	<i>Elizabeth Clarke (Structure Groups)</i>
<i>Directors</i>	<i>Jim Backman (Consolidated Engineering Laboratories) (1 year)</i> <i>Augie Smarkel (Mid Pacific Engineering, Inc.) (1 year)</i> <i>John Atkinson (Holdrege & Kull) (2 years)</i> <i>Jeffry Cannon (Youngdahl Consulting Group, Inc.) (2 years)</i>

c. Teleconferencing of General Meetings

- *Director Egland requested the status on the addition of teleconferencing the meetings. President Rodriguez noted there had been lengthy discussion of this topic at the last meeting, but ultimately will be the decision of President Elect Mark Hahle's decision next year. Discussion revolved around providing this feature when guest speakers were invited, but the Council needed to select a provider within budget constraints. Executive Secretary Craig was tasked with researching potential vendors and providing the information to the Board of Directors.*

6. New Business

- a. None

7. Adjournment

- a. Time

- *There being no further business, the meeting was adjourned at 4:11 p.m. by President Tim Rodriguez.*

- b. Next meeting

- *The next meeting will be the 2017 Annual Installation Dinner, January 20, 2017, 6:30 pm, at McNamara's Steak & Seafood in Dublin.*

Respectfully submitted,
Miki Craig
Executive Secretary

CCTIA
Operating Statement

	2016	
	<u>Actual</u>	<u>Budget</u>
	<u>YTD 10/31/16</u>	<u>YE 12/31/16</u>
Revenues		
Dues & Initiation Revenues	\$13,000.00	\$13,650
ABM Registrations	1,950.00	900
ABM Sponsorships		500
General Meeting Guest Registrations		
Education Programs		
<i>Total Revenues</i>	<i>14,950.00</i>	<i>15,050</i>
Expenses		
Education Programs		
Executive Secretary Services		500
Hemsley Award Expenses		200
ABM Expenses	7,711.86	9,500
General Meetings	7,496.69	10,000
Newsletter		
Office Supplies		100
Postage	11.78	50
S I Guidelines		
Stationary & Printing	69.00	
Taxes & Licenses	20.00	20
Website	59.70	120
<i>Total Expenses</i>	<i>15,369.03</i>	<i>20,490</i>
Net Reserves/(Losses)	(\$419.03)	(\$5,440)

Year-to-Date as of
November 30, 2016