



CALIFORNIA COUNCIL OF TESTING AND INSPECTION AGENCIES

October 26, 2017
Hilton Stockton
2323 Grand Canal Blvd.
Stockton, CA 95207

Minutes - General Business Meeting

1. Call to Order – Miki Craig
 - a. Time
 - *The meeting was called to order at 1:01 p.m. by Executive Secretary Miki Craig.*
 - b. Self-introductions
 - *The following members and guests were in attendance:*

<i>Jim Auser (BSK Associates)</i>	<i>Arash Firouzaei (Achievement Engineering Corp.)</i>
<i>Jeffry Cannon (Youngdahl Consulting Group)</i>	
<i>Miki Craig (CCTIA)</i>	
<i>Augie Smarkel (Mid Pacific Engineering, Inc.)</i>	
2. Approval of Minutes
 - a. June 22, 2017
 - *The minutes were approved as submitted.*
3. Financial Report
 - a. Income Statement (*handout*)
 - *Executive Secretary Craig provided the financial report as of September 30th. Revenues year-to-date are \$13,500.00, with expenses totaling \$7,628.27, leaving a net increase in reserves of \$5,871.73.*
 - b. Balance of Account
 - *The balance of the checking account at September 30, 2017 is \$14,681.22.*
4. Committee Reports
 - a. ASTM – Jeffry Cannon
 - *No report*
 - b. SEAONC CQA – Terry Egland
 - *Member Jim Auser reported the CQA is seeking comments for updating SEAONC's Statement of Special Inspections to the new CBC. Members should contact him or Chair Terry Egland if they are willing to assist in the process.*
 - c. FAQs – Colin Stock
 - *No report*
 - d. NCAWNV ACI Certification – Chair TBD
 - *Executive Secretary Craig reported the Certification Committee is making some changes to the way the Adhesive Anchor Inspector program is being presented. Also, the Chapter is looking for a venue to accommodate up to 70 students sometime in March 2018, due to the high demand for this new certification.*
 - e. Caltrans JTCP Work Group – Jim Auser
 - *Executive Secretary Craig and Liaison Jim Auser reported the Field Technician Grade 1 testing sessions have begun under this new Caltrans program. The Work Group has essentially completed its task, and the new Advisory Council has been officially seated to oversee the program in future.*
 - f. DSA – Augie Smarkel
 - *No report*
 - g. Membership – Jim Backman/Elizabeth Clarke
 - *No report*
 - h. Communications – Tim Rodriguez
 - *Executive Secretary Craig reported Hurricane Electric recently upgraded all its hardware, but everything was back up and operating smoothly within one day.*



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- i. Professional Development – Elizabeth Clarke
 - *No report*
- j. Programs – Elizabeth Clarke
 - *No report*

5. Old Business

- a. 2018 Annual Business Meeting
 - *At today's meeting, the Board of Directors opted for McNamara's in Dublin as the venue for the installation event. The date will be decided at the November general meeting.*

6. New Business

- a. Nominations for 2018 Officers & Directors
 - *The Board of Directors has opened the nominations with the following slate:*

<i>President</i>	<i>Colin Stock (Testing Engineers, Inc.)</i>
<i>Vice President</i>	<i>Augie Smarkel (Mid Pacific Engineering)</i>
<i>Secretary/Treasurer</i>	<i>Elizabeth Clarke (Structure Groups)</i>
<i>Director – 2 yrs.</i>	<i>Chris Pollack (Kleinfelder)</i>
<i>Director – 2 yrs.</i>	<i>Jim Auser (BSK Associates)</i>
<i>Director – 1 yr.</i>	<i>John Atkinson (Holdrege & Kull)</i>
<i>Director – 1 yr.</i>	<i>Jeffry Cannon (Youngdahl Consulting Group, Inc.)</i>

- *Any other members interested in serving should express their desire for nomination to President Mark Hahle or Executive Secretary Craig prior to the December meeting.*

- a. Prevailing Wage on Private Residential Projects
 - *Executive Secretary Craig cautioned members about new prevailing wage requirements becoming effective January 1st. The Governor recently signed five housing bills, which will apply prevailing wages to certain private sector housing projects.*

7. Adjournment

- a. Time
 - *There being no further business, the meeting was adjourned at 1:53 p.m. by Executive Secretary Craig.*
- b. Next meeting
 - *The next meeting will be Thursday, November 16, 2017, 1 p.m. by web conference only.*

Respectfully submitted,
Miki Craig
Executive Secretary

CCTIA
Operating Statement

	2017	
	Actual	Budget
	YTD 9/30/17	YE 12/31/17
Revenues		
Dues & Initiation Revenues	\$11,700.00	\$13,000
ABM Registrations	1,800.00	1,875
ABM Sponsorships		
General Meeting Guest Registrations		
Education Programs		
<i>Total Revenues</i>	<i>13,500.00</i>	<i>14,875</i>
Expenses		
Education Programs		
Executive Secretary Services		1,000
Professional Services	3.95	
Hemsley Award Expenses		
ABM Expenses	3,108.03	2,500
General Meetings	4,193.71	7,560
Webinar Services	157.09	240
Credit Card Processing Fees	22.90	360
Newsletter		
Office Supplies	53.04	100
Postage		50
S I Guidelines		
Stationary & Printing		
Taxes & Licenses		20
Website	89.55	120
<i>Total Expenses</i>	<i>7,628.27</i>	<i>11,950</i>
<i>Net Reserves/(Losses)</i>	<i>\$5,871.73</i>	<i>\$2,925</i>

Nine Months Ended
September 30, 2017