



CALIFORNIA COUNCIL OF TESTING AND INSPECTION AGENCIES

December 14, 2017
Web Conference

Minutes - General Business Meeting

1. Call to Order – Mark Hahle
 - a. Time
 - *The meeting was called to order at 1:33 p.m. by President Mark Hahle.*
 - b. Self-introductions
 - *The following members and guests were in attendance:*

<i>Jim Auser (BSK Associates)</i>	<i>Mark Hahle (Ninyo & Moore)</i>
<i>Jeffrey Cannon (Youngdahl Consulting Group)</i>	<i>Ed King (Inspection Services, Inc.)</i>
<i>Can Celik (Inspection Services, Inc.)</i>	<i>Tim Rodriguez (BSK Associates)</i>
<i>Cliff Craig (Retired)</i>	<i>Sam Sayawat (Inspection Services, Inc.)</i>
<i>Miki Craig (CCTIA)</i>	<i>Colin Stock (Testing Engineers, Inc.)</i>
<i>Arash Firouzjaei (Achievement Engineering Corp.)</i>	<i>Linas Vitkus (Twining, Inc.)</i>
2. Approval of Minutes
 - a. November 16, 2017
 - *The minutes were approved as submitted.*
3. Financial Report
 - a. Income Statement (*handout*)
 - *Executive Secretary Craig provided the financial report as of November 30th. Revenues year-to-date are \$13,500.00, with expenses totaling \$8,400.49, leaving a net increase in reserves of \$5,099.51.*
 - b. Balance of Account
 - *The balance of the checking account at November 30, 2017 is \$13,909.00.*
4. Committee Reports
 - a. ASTM – Jeffrey Cannon
 - *No report*
 - b. SEAONC CQA – Terry Eglund
 - *Vice President Colin Stock reported Tim Hart was recently presenting on structural wood inspections. He is still trying to get the jurisdictions on board, and pushing for the structural engineers to include load paths on project plans. The presentation contains a lot of test slides, so it can be a bit mind-numbing.*
 - c. FAQs – Colin Stock
 - *No report*
 - d. NCAWNV ACI Certification – Chair TBD
 - *No report*
 - e. Caltrans JTCP – Jim Auser
 - *No report*
 - f. DSA – Augie Smarkel
 - *DSA's new listing of approved glu lam inspectors may be found at:*
<https://www.apps2.dgs.ca.gov/dsa/tracker/InspByCategory.aspx?Id=02>
 - g. Membership – Jim Backman/Elizabeth Clarke
 - *No report*
 - h. Communications – Tim Rodriguez
 - *No report*
 - i. Professional Development – Elizabeth Clarke
 - *No report*
 - j. Programs – Elizabeth Clarke
 - *Inspection Services, Inc. will be presenting its "Greenbox" software at the Annual Dinner in February.*
 - *President Hahle is working with Kiewit to present a program on the Oroville Dam Spillway repairs at the March 22, 2018 meeting. If this works out, it will be scheduled as a lunch meeting.*



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5. Old Business

a. 2018 Annual Business Meeting

- *Executive Secretary Craig reported the annual dinner and installation of officers will be held on Saturday, February 3, 2018, at McNamara's in Dublin.*

b. Nominations for 2018 Officers & Directors

- *Executive Secretary Craig reported ballots have been mailed and are due to be return December 15th.*

c. Intertek Qualified Personnel (IQP) Program per OSHPD PIN 67

- *Member Ed King reported he had emailed Gary Dunger at OSHPD in the continuing search to find the right person to address our concerns about PIN 67. Mr. Dunger referred Member King to Nanci Timmons. He has not contacted her yet as he thought Member Linas Vitkus may prefer to make the initial outreach.*

6. New Business

a. None

7. Adjournment

a. Time

- *There being no further business, the meeting was adjourned by Vice President Stock.*

b. Next meeting

- *The next meeting will be Saturday, February 3, 2018, 6:30 p.m. at McNamara's Steak & Chop House in Dublin..*

Respectfully submitted,
Miki Craig
Executive Secretary

CCTIA
Operating Statement

	2017	
	<u>Actual</u>	<u>Budget</u>
	<u>YTD 11/30/17</u>	<u>YE 12/31/17</u>
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	4,751.08	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	304.40	120
<i>Total Expenses</i>	<i>8,400.49</i>	<i>11,950</i>
<i>Net Reserves/(Losses)</i>	<i>\$5,099.51</i>	<i>\$2,925</i>

Ten Months Ended
November 30, 2017