



CALIFORNIA COUNCIL OF TESTING AND INSPECTION AGENCIES

May 20, 2021
Zoom Web Conference

Minutes - General Business Meeting

1. Call to Order – Augie Smarkel
 - a. Time
 - *The meeting was called to order at 3:03 p.m. by President Augie Smarkel.*
 - b. Self-introductions
 - *The following members and guests were in attendance:*

<i>Jim Auser (BSK Associates)</i>	<i>Will Fong (Inspection Services, Inc.)</i>
<i>Jeffry Cannon (Youngdahl Consulting Group, Inc.)</i>	<i>Antoine Megevand (Inspection Services Inc.)</i>
<i>Miki Craig (CCTIA)</i>	<i>Augie Smarkel (Mid Pacific Engineering, Inc.)</i>
<i>Ross Esfandiari (RES Engineers, Inc.)</i>	<i>Linas Vitkus (Twining, Inc.)</i>
2. Old Business
 - a. Sustainability of CCTIA – Augie Smarkel
 - *President Smarkel thanked Director Linas Vitkus for providing a list of potential program topics, but felt the items were engineering oriented, and he would like to focus on the technician level (i.e., Code requirements, understanding why tests should be done and what those test results mean). He reiterated that making CEU's readily available to inspection staff was important.*
 - *He went on to say it was CCTIA's responsibility to establish the standard for what should be considered conforming services, and one of the values of membership was to keep informed how other firms are performing or managing industry issues. He felt it was important for member agencies to be performing uniformly. Secretary/Treasurer Jeffry Cannon opined there was sufficient knowledge within the Council membership to present programs in the beginning, and cautioned that it was important to acknowledge there are regional differences in the standard of care.*
 - b. Succession Planning – Augie Smarkel
 - *Executive Secretary Miki Craig announced she would be retiring from CCTIA at the end of this calendar year. President Smarkel noted the Council would need to identify a replacement to provide administrative and accounting functions early in order to facilitate sufficient time for training.*
 - c. Membership – Augie Smarkel
 - *President Smarkel noted membership levels have remained steady, but meeting attendance is reduced. He has been mulling whether the organization should be "moth balled" or what should be done to interest the members. Director Vitkus recommended President Smarkel proceed with the survey he suggested during last month's meeting.*
3. New Business
 - a. Election of Officers and Directors
 - *Following discussion of the proper timing for annual elections, Secretary/Treasurer Jeffry Cannon moved to continue with the current elected officers and directors for the remaining of the year. The motion was seconded by Director Vitkus, and passed unanimously.*

<i>President</i>	<i>Augie Smarkel (Mid Pacific Engineering, Inc.)</i>
<i>Vice President</i>	<i>John Atkinson (NV5, Inc.)</i>
<i>Secretary/Treasurer</i>	<i>Jeffry Cannon (Youngdahl Consulting Group, Inc.)</i>
<i>Directors</i>	<i>Jim Auser (BSK Associates)</i>
	<i>Chris Pollack (Kleinfelder)</i>
	<i>Linas Vitkus (Twining Inc.)</i>
<i>Past President</i>	<i>Colin Stock (Testing Engineers, Inc.)</i>
 - b. 2021 Dues Structure
 - *Upon inquiry, Executive Secretary Craig noted the Council currently had just over \$39,000 in the bank. She explained the previous two years' dues structure and the rationalization for its implementation. Following discussion, Secretary/Treasurer Cannon moved to continue the previous practice, leaving the membership dues at \$650 per firm, with a \$150 discount to renewing members (for a total of \$500). The motion was seconded by Director Vitkus, and passed unanimously.*



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c. 2021 Financial Budget

• *Executive Secretary Craig displayed the 2020 budget adopted by the Council, and provided some recommendations for adjustment based on the Council's renewed interest in providing educational programs, and hosting in-person annual and general business meetings. Following discussion, Secretary/Treasurer Cannon moved to adopt the 2020 budget as modified for 2021. The motion was seconded by Director Jim Auser, and passed unanimously.*

4. Adjournment

a. Time

• *There being no further business, the meeting was adjourned at 4:00 p.m. by President Smarkel.*

b. Next meeting

• *The next meeting will be June 24, 2021, 3:00 p.m., via Zoom.*

Respectfully submitted,
Miki Craig
Executive Secretary