

**CALIFORNIA COUNCIL OF TESTING AND INSPECTION AGENCIES**  
**Minutes of the General Meeting– March 27, 2003**  
Holiday Inn Oakland Airport, 550 Hegenberger Road, Oakland, CA

**1. Introductions – Attendees**

Al McManus called the meeting to order at 3:18 PM. Attendees were:

Al McManus – Earth Systems Consultants  
Corey Dare – Fugro West  
Terry Eglund – Testing Engineers, Inc.  
David Chippero – Signet Testing Labs  
Joe Buchanan - Matriscope  
Ross Esfandiari – RES Engineers  
Kevin Lecce – Krazan & Associates  
Ken Column – Blackburn Consulting  
Miki Craig – Dynamic Consultants, Inc.  
Chip Moore – Engeo, Inc.  
Issam Makdissy – Terrasearch Inc.

**2. Review of Minutes of the February, 2003 Meeting**

Minutes were approved with no exceptions.

**3. Treasurer’s Report (David Chippero)**

- Account Balance as of 3/27/03: \$2,090.80.
- Deposits of \$554.83 were made for ABM reimbursements.
- Withdraws of \$1,797.25 were made for the Newsletter, Meeting Exp., and postage.
- \$8,719.39 in checks to be deposited for 2003 Dues and ABM reimbursements.

**OLD BUSINESS**

***Committee Reports***

**1. ICBO Committee – SIC**

1. Keyvan has been receiving calls from testing labs asking the city to hold occupancy permits because of payment issues with contractors. He wanted to remind CCTIA as a whole “testing labs are not supposed to be working for contractors.”
2. SIC committee has said that they will update their web site 2x’s a year however they will edit their site throughout the year and remove approved labs that do not

adhere to the rules. (ie moving lab w/o notification, changing responsible engineer w/o notifying the SIC committee within 60 days etc.).

**2. Membership**

Chip Moore has agreed to be the new chair of the membership committee.

**3. ASTM E-36**

No action from this committee.

**4. Pins and Honors**

Dave Chippero, Terry Egland, and Al McManus all have pins available.

**5. Newsletter**

1. There is currently only one article for the next newsletter.
2. Al McManus owes on the President's Corner.
3. Corey Dare will write an article on the 2003 ABM events.
4. Terry Egland is working on a few articles.

**6. DSA Report**

No action from this committee.

**7. Scholarship Program**

Dave Chippero will contact Kurt Siggard during the next month.

**8. New Member Facility Audit Checklist (E329)**

ASTM E329 checklist is on hold.

**9. Internal Auditing Checklists**

Still no feedback from the C39 Checklist has been received to date from any lab.

**10. Structural Engineers QC Meeting**

No action from this committee.

**11. Program Director**

Corey Dare will head up this new committee, which is responsible for obtaining guest speakers at our quarterly meeting.

**Other Old Business**

**Blue Book Copyright**

Jim Backman was absent for the meeting and there was no new news.

**NEW BUSINESS**

Joe Buchanan wanted to know the status and ideas of other labs for obtaining insurance with the increasing costs. There were several comments on what to watch for when completing an application. Be very selective on what projects you list because it could have a significant bearing on your insurance costs. (i.e. homes, condos & town houses)

Another alternative suggested was the WRAP program. This program pulls all the subcontractors together and when an incident occurs the monetary payment is divided equally between all the members whether they are at fault or not. It was also stated that in general Geo Technical firms paid a substantially higher insurance bill.

**White Papers**

Where are they? Once found we need to update them and put them on our website.

**2002 Unpaid Annual Dues**

Law Crandell & Geo Con Sacramento

**ADJOURNMENT**

The meeting was adjourned at 4:48 PM.

Next Meeting:	April 24, 2003
Time:	3:00-5:00 PM
Where:	Holiday Inn Oakland Airport Oakland, CA