

CALIFORNIA COUNCIL OF TESTING AND INSPECTION AGENCIES
Minutes of the General Meeting–August 21, 2003
Host Airport Hotel, Sacramento, CA

1. Introductions – Attendees

Al McManus called the meeting to order at 2:10 PM. Attendees were:

Al McManus – Earth Systems Consultants
Rick Harvey – Earthtec LTD
Barry Lotz – Capitol Engineering
Kerme Smith - Consolidated Engineering
David Chippero – Signet Testing Labs
Eric France - DSA
Chuck Fries
Jim Backman – Consolidated Engineering
Dave Morrell – Blackburn Consulting
Ken Colburn – Blackburn Consulting
Rick Hodgkins – Kleinfelder
Martha McDonnell – Youngdahl
Steve Marcki – Youngdahl
Bill Cale – CTS
Tom Cole – Signet Testing Labs
Kurt Siggard – BSK
Chip Moore – Engeo Inc.
Clifford Craig – Dynamic Consultants, Inc.
Miki Craig - Dynamic Consultants, Inc.
Terry Eglan – Testing Engineers, Inc.

2. Review of Minutes of the July, 2003 Meeting

Minutes were approved with the following exceptions.

- A) Earthtec is spelled as one word.
- B) Item 8 status is not complete.

3. Treasurer’s Report (David Chippero)

- Account Balance as of 8/21/03: \$10,927.26.
- Deposits of \$857.11 were made for 2003 Annual Dues and ABM reimbursements.
- Withdrawals of \$396.83 were made for the July 2003 meeting expense.

GUEST SPEAKER Eric France with DSA

Eric's main focus over the past year was to clean up the LEA program and get caught up on all the outstanding evaluations. As of August he was about to finish his last outstanding lab visit. He intends to finish all the labs that have been granted extensions over the past year. Overall he thought the process was getting much better and he hopes to be on a standard approval system when the newly approved labs are up for renewal.

Once Eric finished talking about the LEA program he asked the members for questions.

Question 1 Why are non-LEA labs being awarded school contracts?

Eric stressed the fact that he was not aware of this problem and that a non-LEA approved firm should not be awarded any DSA contracts. He suggested that member firms could send his office a letter with the companies name and they would investigate. He also said if you did not want to be attached to the letter to send it anonymously.

Question 2: Is DSA planning on raising the LEA fee?

Eric said that DSA is planning to raise the LEA fee but they don't know the exact amount. He said that the fee has never been raised and that \$1000.00 every three years does not even cover travel expenses.

Question 3: How to report non-conformances?

Eric said that any non-conformance must be listed on the final verified report in bold regardless of how minor. For example if a concrete cylinder met the 28-day strength requirements but the slump was over tolerance it must be noted on the final verified report. He said that our job was to report any non-conformance and once we notify the proper parties our job was done. He also suggested contacting the DSA engineers by e-mail and fax as non-conformances arise.

Question 4: What is DSA's opinion on the possibility of NFPA being adopted?

Eric said that DSA was not very happy with the new guidelines.

Question 5: How is the DSA Masonry exam going?

There have been a total of 114 inspectors that have applied to take the exam. Out of the 114 applications 68 people have been approved to take the exam and 34 have passed the exam.

Question 6: How is the DSA Shotcrete exam going?

There has been no new information/action on creating a shotcrete exam. We need to contact Jeff Enzler for more information.

OLD BUSINESS

Committee Reports

1. ICBO Committee – SIC

The lab Demo at DCI went very well and as a result the SIC might want to visit other member labs.

2. **Membership**
Kurt and Chip met with Ed Hendrick of Earthtec to go over the membership requirements. They agreed to schedule a lab visit sometime next month after Earthtec had time to prepare.
3. **ASTM E-36**
In the process of electing a new chairperson.
4. **Pins and Honors**
This committee will no longer be listed on the agenda.
5. **Newsletter**
Need articles for the upcoming newsletter.
6. **DSA Report**
Cancelled advisory quarterly board meeting.
7. **Scholarship Program**
No action from this committee.
8. **New Member Facility Audit Checklist (E329)**
7 of 14 sections are now finished.
9. **Internal Auditing Checklists**
Still no response from any firms.
10. **Structural Engineers QC Meeting**
The aggregate database project is almost finished. The framing guidelines are still in progress.
11. **Program Director**
No action from this committee.

NEW BUSINESS

Add "Standards and Practices Committee" as a new agenda item.

ADJOURNMENT

The meeting was adjourned at 5:25 PM.

Next Meeting:	September 25th
Time:	General Meeting 3:00 PM
Where:	Holiday Inn Oakland Airport Oakland, CA