

CALIFORNIA COUNCIL OF TESTING AND INSPECTION AGENCIES
Minutes of the General Meeting – March 18, 2004
 Holiday Inn Oakland Airport, 550 Hegenberger Road, Oakland, CA

Board Meeting

Corey, Dave, Al, Terry, Bill

1. File State of CA Statement of Information *complete*
2. File State of CA Registration/Renewal Fee Report Federal Paperwork *complete*
3. Meeting dates. All Bay Area meetings to remain in Oakland. Meetings are generally held the fourth Thursday of every month.

DATE	VENUE	COMMENT
4/22/04	Holiday Inn Oakland Airport	
5/27/04	Holiday Inn Oakland Airport	
6/18/04	Marriott Ontario Airport	
7/22/04	Holiday Inn Oakland Airport	
8/26/04	Holiday Inn Oakland Airport	
9/23/04	Clarion Hotel Mansion Inn in Downtown Sacramento	
10/28/04	Holiday Inn Oakland Airport	
11/18/04	Sheraton Harbor Island San Diego	<i>12:00 Board Meeting, 1PM General Meeting</i>
1/22/05	Annual Business Meeting - Bally's, Las Vegas NV	<i>WOC '05 - Jan 18-21, 2005, Las Vegas NV Superbowl XXXIX - Feb 6, 2005 Jacksonville FL</i>
2/24/05	Holiday Inn Oakland Airport	

4. Link to more Websites?
5. Generate Interest! Potential topics: NDT technology; shop supplies; prevailing wage; AWS educational offerings; manufacturers reps—Simpson, Hilti Master Builder Products; Structural Engineers Associations – the difference between an inspection and an observation; chemical & lime stabilization; SIC round table; insurance (seminar?) *Dave to generate list and forward to Corey*
6. Get notices out three weeks prior to meeting
7. CALBO status *Brian & Steve?*
8. Committee Drops
 - 8.1. New Member Facility Audit Checklist. Not much more to tell. Needs focus. Self-audit with follow-up. Membership needs direction. *Motion to drop carried.*
 - 8.2. Scholarship? – *Lets hear from Kurt first*
9. Part-time secretary? *What is the cost?(See general meeting notes)*
10. Issue certificates to all members annually *Membership Committee*

General Meeting

1. Introductions – Attendees
Corey called the meeting to order at 3:39PM. Attendees were:
Dave Chippero – Signet
Clifford Craig – DCI
Miki Craig – DCI
Bill Cale – CTS
Terry Eglund – TEI
Dave Morrel – BCI
Don Rose – CMT
Corey Dare – Fugro
Alvin McManus – Earth Systems
2. Review of Minutes of the ABM, 2004 Meeting
 - 2.1. Minutes were approved with the following exceptions: Committee Report, 2. ASTM E-36 - delete “and Gary” *Approved as amended*
3. Treasurer’s Report (David)
 - 3.1. Account Balance \$7,318.01 as of March 18
 - 3.2. Withdrawals of \$4,147.52 were made for a Conference in Tampa FL, ABM Plaques, Newsletter, CALBO conference vendor fee, 2004 final ABM balance, flowers to Bally’s Tracy & Raza
4. 2004 membership invoices are out! Please make checks payable to CCTIA. Be sure to mail payments to:
Construction Testing Services
c/o Bill Cale
2142 Rheem Drive Suite E
Pleasanton CA 94588
5. Don’t mail anything to Corey in Hayward *Refer to the current roster to be sent separately*
6. Distribute the current roster *complete*

Old Business

Committee Reports

1. **ICBO Committee – SIC**
 - 1.1. The current SIC list expires at the end of March. Six labs are not on the current list in the Bay Area. A few that will drop off due to non-responsiveness. More applying.
 - 1.2. A new agency was admitted without a responsible engineer meeting all the necessary criteria: *NCT, Inc.* It was deemed acceptable by the SIC due to the engineer’s special inspection qualifications after the request to do masonry, steel and fireproofing was withdrawn. This firm has never had a job and does not have a lab. They did not qualify for CCTIA due to lack of business experience. Strong objections were voiced on behalf of CCTIA. *Go on record and write a letter (Corey). CCTIA members to attend next meeting April 1.*
 - 1.3. The past co-chair suggests that CCTIA write a letter of gratitude to all three chapters acknowledging their hard work and efforts. *Conflict of interest issues here. Miki to return as a comment.*
2. **ASTM E-36**
 - 2.1. New ballot to remove 4 ASTMS: E1884, E1904, E1906, E1905
 - 2.2. Sections 16, 17, 18 & 21 to be consolidated
 - 2.3. Terry to attend next meeting Kansas City June 16 – *Moved and Seconded*

3. Membership

- 3.1. Close the Earthtec application – *Moved and Seconded*
- 3.2. Issue membership certificates to all members annually *Membership Committee*

4. New Member Facility Audit Checklist

- 4.1. Not much more to tell. Needs focus. Self-audit with follow-up. Membership needs direction. *Motion to drop Moved and Seconded.*

5. Newsletter

- 5.1. All members to submit one article per year?

6. DSA

- 6.1. No action

7. Scholarship Program

- 7.1. No action

8. New Member Facility Audit Checklist (E329)

- 8.1. Removed

9. Internal Auditing Checklists

- 9.1. C42 work in progress

10. Structural Engineers QC Meeting

- 10.1. No action

11. Program Director

- 11.1. See board meeting. Dave to survey members. Send meeting reminders. Members need to show up on a regular basis to have a voice and address the significant issues affecting our industry.

12. Standards and Practices Committee

- 12.1. CEU's! Wilrick's Seminar on special inspections in SoCal April 24 notice out.
- 12.2. ICC meeting: CEU units should be broadened into other programs. It was suggested that a committee be formed to advise ICC.

13. Executive Secretary

- 13.1. SCOPE OF WORK, BUDGET, ALLOCATION ... FORM A COMMITTEE
 - 13.1.1. 40 hours/month @ \$45 = \$1,800/month (not including materials)

New Business

- 1. Starting January '04 intumescent firecoating materials now part of fireproofing exam. The special inspector is not to determine or calculate thickness.

Adjournment

The meeting was adjourned at 6:18 PM

Next Meeting: April 22, 2004

Time: General Meeting 3:00 PM

Where: Holiday Inn, Oakland, CA