



# CALIFORNIA COUNCIL OF TESTING AND INSPECTION AGENCIES

**Meeting Minutes  
November 17, 2006  
Sheraton San Diego Hotel & Marina  
1380/1590 Harbor Island Drive  
San Diego, CA 92101**

## **General Business Meeting**

1. Call to Order
  - a. Time – 2:07PM
  - b. Self Introductions (attached)
2. Committee Reports
  - a. ICC
    - i. ICC Structural Masonry Exam Update – Throwing out the set of plans (that have been around for 10+ years) and will be using a new set for the test. New test will be coming onboard around 06/2007; test will be more valid for test takers. Oregon and Washington Councils have practioners sitting on the ICC Masonry exam to keep us in the loop.
    - b. ASTM
      - i. Accreditation & ASTM E329 – Letter from ASFE who is active on the E329 committee about the push on removing certification body names out of the standard. The formal accreditation is coming down quickly now (see attached). Miki to get further info to the membership.
3. Old Business
  - a. 2007 Annual Business Meeting – Reminder to get your registration in and book your room through the hotel.
4. New Business
  - a. Nominations for 2007 Officers  
President – Eliz Levi, VP – Greg Ruf, Secty/Treasurer Bob Joakimson, BOD- Bill Cale (1more year), 2 from this list Rick Van Horn, Jeff Cannon, Dave Chippero, Mike Parker and Martha Macdonald (2year terms).
  - b. Tax Increase Prevention & Reconciliation Act of 2005 – requires any local government federal/state with projects procuring over \$100million will have a 3% withholding.
5. Guest Speaker – Eric France, Division of the State Architect
  - a. Special Inspector Approval & Supervision
    - i. Draft IR A1-Y; Special Inspector Identification & Approval document
    - ii. Form DSA 150; Simple Form for the Engineering Manager to list proposed special inspectors for a project. Form 5 would go away with the use of the new form. This will try to push inspectors back into the approval process. This should also aid in close-out of projects.
  - b. LEA Program Policies & Procedures Manual -- Once finalized it will be on the DSA Website (see attached). Appeals Process needs to be added and Eric has made a note for inclusion.



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- c. Draft – Circular 17-1; Sampling and Testing of Structural Materials  
DSA is working on a disciplinary process for Project Inspectors who are performing these tasks.
- d. Heider Engineering shared with everyone a letter they rec'd from a southern California school district that asked the testing lab to approve from a list of ACI qualified IOR's in order to provide sampling. Miki asked the membership for a motion to send a letter from CCTIA to the school district to address this letter. The motion was made by Backman and seconded by Ruf; all agreed. Motion passed
- e. Revised Draft – Circular 17-2; NDT of welds – Heider Engineering asked would DSA ever consider a NDT firm that doesn't do anything other than NDT as an approved lab? Per Eric, DSA says they are not qualified under the LEA program.
- f. Backman brought up Section 3.4.2 which covers the contents of what should be included in the inspection reports; template is on website. He further stated that he has received reports/notes from the DSA engineer regarding not using the templates verbatim. Question to Eric is: If they are only suggested templates, than why is the DSA Engineer requiring that format only. Copies were given to Eric in order to research further.
- g. Draft – Circular 17-3; Structural Steel – Miki asked is DSA going to be accepting the new ICC program due to the welding portion being more detailed? Eric isn't aware and will look into it. Miki to send him info with possibilities of having someone come up and talk/educate with DSA. He advises that we should get with the Advisory Committee first. Greg Smith mentioned that there is a great article in the Inspection Trends about the issues between AWS and ICC on the structural steel welding issues.
- h. Draft – Circular 17-4; High Strength Bolting – Eric to verify with DSA about the criteria for performing HSB in regards to the years of experience required. Eric reminded that this IR is not just written for the inspection labs; its written for others too (code included).
- i. New Verified Reports – Eric distributed new forms for geotech, laboratory, and special inspection. Certain words have been removed from the document. These forms are now required for use to close out projects.
- j. DSA welcomes those who want to join the DSA advisory board; built a side committee that will deal with issues in regards to testing and inspection and project inspectors. Send your comments to Miki and she will forward as a “group” so that you will be heard.
- k. The question came to the table of why not just have the Responsible Engineer sign for all tests and inspection instead of separating inspection from tests (and having inspectors sign for their work).
- l. DSA will format a more detailed T&I and have it placed on Sheet S0.1 of the approved drawings.

#### 6. Adjournment

- a. Time – 5pm



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- b. Next Meeting – December 14, 2006; 3:00-6:00pm; Crowne Plaza Hotel, Pleasanton, CA

*Note: Get all comments/questions/issues on DSA paperwork back to Miki by 12/15/06.  
All meetings are held at DSA Headquarters in Sacto.*