



# CALIFORNIA COUNCIL OF TESTING AND INSPECTION AGENCIES

## Meeting Minutes March 22, 2007 Four Points Sheraton Hotel 5115 Hopyard Road Pleasanton, California

### General Business Meeting

1. Call to Order – Elizabeth Levi
  - a. The meeting was called to order by Elizabeth Levi at 3:09pm
  - b. Self-introductions by those in attendance
2. Approval of Minutes
  - a. February 22, 2007 were approved as revised
3. Financial Report
  - a. There is \$13,230.61 in the CCTIA checking account.
  - b. Members discussed a need for a budget.
  - c. Budget for ABM was set at \$450.00 per person. Final price was under that amount.
  - d. Elizabeth will present a budget at the April meeting.
4. Committee Reports
  - a. ICC/Local Jurisdictions – A collation of jurisdictions met to discuss methods of reviewing our lab qualifications
  - b. ASTM – E-36 committee voted in January 2007 on removing names from E-329. Next meeting in June in Norfolk, VA.
  - c. SEAONC CQA – Sponsored a mini-seminar on the new WPS Guidelines.
  - d. DSA – New committee was formed, Education and Training. Meeting of entire Board scheduled for later this month. DSA still trying to decide on a requirement for Special Inspectors being required to be a member of an LEA lab.
  - e. ACI – There is a new ACI administrator, Liese Haronka.
  - f. Membership – John Bierly Inc. was approved for membership. Received a membership application from Smith-Emery Co., San Francisco.
  - g. Code Change – Code changes are posted on the DSA web site.
  - h. Newsletter – Will be published next month.
  - i. Internal Auditing – No Progress.
  - j. Standard of Practice – Met today (CAP program). Mr. Francisco Riviera, Chief Building Official from the City of Brentwood attended. The committee also discussed the “Guidelines” rewrite.



## CALIFORNIA COUNCIL OF TESTING AND INSPECTION AGENCIES

- k. FAQ's – 18 are ready to go. Have received good response from engineers.
  - l. Website – Numerous inquiries from the City of Riverside. More FAQ's to be posted to web site soon.
  - m. Education – Not much activity yet. A class on soils testing is being readied. Training classes is a priority.
5. Old Business
- a. ASFE RO – This is a viable program. Funding is the problem. Education classes and donations were discussed as a way to raise funds.
  - b. Sponsorships for the new “Blue Book” were discussed.
6. New Business
- a. Meeting Dates/Location – See attached list. Eric France will be at the Ontario meeting in April and at the September meeting in Sacramento.
  - b. The Board of Directors approved a fee of \$35.00 for non-member firms to attend CCTIA Meetings. The vote was unanimous.
7. Adjournment
- a. Time – The meeting was adjourned at 5:15.
  - b. Next meeting – April 26, 2007, at the Doubletree Ontario