



CALIFORNIA COUNCIL OF TESTING AND INSPECTION AGENCIES

January 24, 2009
Treasure Island Hotel
Caribbean Room A
3300 Las Vegas Blvd.
Las Vegas, Nevada

Annual Business Meeting Minutes

1. Call to Order – Rick Van Horn at 8:50am

Attendees:

Tobin Gaut (ISI)

Elizabeth Levi (BSK)

Bill Cale (CTS)

John Byerly (John Byerly, Inc.)

Jim Backman (CEL)

Jeffrey Cannon (Kleinfelder)

Simon Makdessi (Terrasearch)

David Chippero (Testing Engineers, Inc.)

Michael Parker (Testing Engineers, Inc.)

Nikki Heider (Heider Engineering)

Dennis Heider (Heider Engineering)

Jim Auser (BSK)

2. Approval of Minutes

- a. December 2008 minutes will be reviewed at 02/26/09 meeting

3. Financial Report

- a. Account Balance – \$24,038.93

- b. Outstanding Receivables – All 45 2009 Membership Invoices have been mailed

- c. Outstanding Liabilities - \$400 for HR Block & est. \$150 for Taxes (State/Fed)

4. Committee Reports

- a. ICC/Local Jurisdictions

David Chippero reported on the San Francisco issues at hand. SF has had (2) meetings so far with no advance notice to industry. They are looking to have (1) more before finalizing their requirements. Several items they are considering are: Certification by IAS, process of reports submitted to City, Statement of Acceptance Letter (area of completion for SI), and qualifications of Inspectors. Chippero recommends that CCTIA request SF be invited to meet with us ASAP. Incoming President Michael Parker to lead invite by phone/email immediately. Parker also stated that he will be recommending to Board to increase the ICC Committee Task Force to include SF; David Chippero to head Committee for ICC SF.

- b. ASTM – Jeffrey Cannon

E36 is moving forward to adopt all ISO Standards in Lab; this is not geared to SI, but coming in the near future. Change of title from Inspections to Special Inspections, as well as cope and Sections within E329. there will be a webinar on 2/23/09 for E329. Special Note should be made that your certification must state “accredited” to E329 if you are stating so. .

- c. SEAONC CQA – Ross Esfandiari (Not Present) - No Report.

- d. DSA – John Byerly

New IR's are out and have been distributed to membership. Draft IR being presented that has to do with CM vs. Testing Lab. Byerly pointed out that Southern CA is still having a lot of issues and would like meeting with DSA again in the near future. Also, with current issues in the North, a meeting should be planned ASAP. Incoming President Michael Parker will request Eric France and Dave Throman to attend an upcoming meeting. The plan is for lunch to be served and hold the meeting in Fairfield/Vacaville so that many can attend.



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e. ACI – Cliff Craig (*Not Present*) - *No Report*

f. Membership – Mike Parker/Jim Backman/John Byerly

With Michael Parker moving into the Presidency, Elizabeth will move into vacant slot to assist Jim Backman and John Byerly as-needed. Elizabeth to call John Atkinson up north to have him join the committee to assist as well. Elizabeth Levi reported that (2) member firms no longer want to be a part of CCTIA: Blackburn Consulting and Smith Emery. They have failed to pay for dues for 2years and do not feel that the Association is giving them anything during this economy. We will retain them for general industry mailers.

g. Code Adoption/IBC - *No Report*

h. Newsletter – Elizabeth Levi

Newsletter is set to go out to membership early March 2009. All articles should be forwarded to Elizabeth by 2/28/09.

i. Internal Auditing – Terry Eglund (*Not Present*) - *No Report*

j. ASFE RO – Elizabeth Levi

Elizabeth reported on the new ASFE strategic plan for 2009 which involves growing outside the Loss Prevention portion of their Association. Again, she is looking for input from membership as well as focus of issues to gain ASFE assistance. Dues for new year will be out 04/2009 and up to Board for approval.

k. Standard of Practice – Miki Craig (*Not Present*) - *No Report*

l. Education – John Byerly/Jeffry Cannon/Elizabeth Levi

March 7th is still a “go” for Sacramento, Bay Area, Central Valley, San Diego, and Anaheim for CCTIA Education Day. Elizabeth to find location and instructors for Bay Area and will work with Jim Backman. Elizabeth will call Greg Ruf to see if he is interested in hosting the Central Valley location and also instruct. John Byerly to work on the Southern CA locations and instructors. Jeffry and Elizabeth to follow-up with Miki Craig to get a flier out ASAP.

m. FAQ's – Terry Eglund (*Not Present*)

Both President VanHorn and Elizabeth Levi passed out the recent FAQ's sent to membership for comment.

n. Pins & Honors – Mike Parker - *No report*

o. Website – Miki Craig (*Not Present*) – *No report*

5. Adjournment - 9:50 am

Respectfully submitted,
Elizabeth Levi, Immediate Past President