



CALIFORNIA COUNCIL OF TESTING AND INSPECTION AGENCIES

March 25, 2010
Sheraton Pleasanton Hotel
5990 Stoneridge Mall Road
Pleasanton, CA 94588

Minutes - Board of Directors Meeting

- 1) Convene – Chip Moore
 - a) Time – *President Moore called the meeting to order at 2:05 p.m.*
 - b) Attendees

<i>Chip Moore (President)</i>	<i>John Byerly (Director)</i>
<i>Jeffry Cannon (Vice President)</i>	<i>Martha McDonnell (Director)</i>
<i>Miki Craig (Executive Secretary)</i>	<i>John Atkinson (/Director)</i>
<i>Elizabeth Levi (Treasurer)</i>	<i>Tim Rodriguez (Director)</i>
 - c) Absent

Michael Parker (Past President)
- 2) Approval of Minutes – Miki Craig
 - a) Board of Directors Meeting of February 25, 2010
 - *The minutes were approved as corrected (Item 1.3 - added John Atkinson to list of absent directors, Item 5.4 - corrected second Item 5.3 to 5.4, and the references to Jeffry Cannon and John Atkinson to the Education Committee)*
- 3) Financial Report – Elizabeth Levi
 - a) Account Balance
 - *The current balance is \$36,574.80.*
 - b) 2010 Dues Status
 - *Three firms remain unpaid*
 - *RMA/Terrasearch - Simon Makdessy thought RMA had paid. He will make arrangements for his local office to pay, and include the name change.*
 - *BTC is now Bureau Veritas. Treasurer Levi indicated she was having trouble reaching anyone.*
 - *ES Geotechnologies (and its Milpitas office) no longer exists. Treasurer Levi has reissued the invoice to the successor company, Earth Systems, located in Hollister.*
 - c) 2009 Tax Returns
 - *H&R Block is working on the tax returns.*
 - d) Corporate Statement of Information Filing
 - *Executive Secretary Craig prepared the form. Treasurer Levi will prepare the filing fee of \$20.00 and mail everything before March 31st.*
 - e) Charitable Association Filing
 - *Treasurer Levi has prepared the form and will submit with the \$25.00 filing fee.*
- 4) Old Business
 - a) CCTIA Secretary Vacancy
 - *President Moore received an email requesting information about the Executive Secretary position and DCI's membership status. This inquiry has brought to light areas in the By-*



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Laws that do not cover some situations. The Executive Board upheld honorary membership for DCI. Member Cliff Craig was nominated by the Board of Directors, and will perform as the Acting Secretary, until the special election has been held. Executive Secretary Craig was instructed to expedite the ballots, and to poll the membership in order to update the roster of each firm's designee.

- b) 2010 Meeting Dates/Locations (*handout*)
 - *Treasurer Levi indicated she was forced to move the September meeting date to the 4th Thursday due to venue availability issues. Both the Anaheim and Sacramento meetings will be start at 11:30 a.m., with lunch provided.*
- c) 2011 Annual Business Meeting
 - *Treasurer Levi reported the top three venue choices should be ready for review in time for the April 22nd meeting.*
- d) ASFE Regional Organization
 - *A general discussion ensued as to the Council's expectations for assistance and benefits from ASFE. The original focus for RO membership was code development, certification, accreditation, and other issues that organizations could work on together. It was suggested that CCTIA's interests would be better served by just talking to the other associations, without being an ASFE RO. Liaison Elizabeth Levi will attend the next meeting in New Orleans in a few weeks and ask if ASFE intends to assist RO's with regional issues, as well as national ones (i.e., S121).*

5) New Business

- a) Monthly Speakers
 - *Treasurer Levi raised the topic of providing for guest speakers at the general meetings. Vice President Jeffry Cannon will work on a program for the June meeting. Director John Byerly will invite Craig Rush, DSA's head of its San Diego Field Office, to the September meeting in Anaheim. Vice President Cannon suggested Kleinfelder's attorney as an alternate, or in addition to Mr. Rush. Director Byerly suggested someone to talk about Health Care Reform (after the dust settles) would be of interest to the membership. An expert on prevailing wage issues would also be topical. It was determined that speakers should not be vendors.*
- b) 2011 ABM Sponsorships
 - *Everyone should work at enticing more sponsors to help defray the cost of the ABM. It was agreed that it would be acceptable to have vendor sponsors, and that space should be provided at various events so the vendors could set up displays. Care should be taken to not invite competing vendors to the same event.*
- c) Training Programs
 - *The next "education day" will be held May 15th at Leighton's facility in Irvine and Kleinfelder's facility in Sacramento. A Bay Area program will be held on May 1st, with the location to be determined.*



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6) Adjournment – Chip Moore

a) Time

- *There being no further business, President Moore adjourned the meeting at 3:06 p.m.*

Respectfully submitted,

Miki Craig

Executive Secretary

CCTIA

Customer	Invoice No.	Amt. Due	Check No.	Amt. Paid
HP Inspections, Inc	2010-001	\$500.00	3114	\$500.00
Heider Engineering	2010-002	\$500.00	17789	\$500.00
Holdredge & Kull	2010-003	\$500.00	29145	\$500.00
Construction Testing Services	2010-004	\$500.00	13225	\$500.00
Condor Earth Technologies	2010-005	\$500.00	1187	\$500.00
Reliant Testing Engineers	2010-006	\$500.00	9035	\$500.00
Kleinfelder	2010-007	\$500.00	638684	\$500.00
Pacific Crest Engineering	2010-008	\$500.00	10356	\$500.00
Applied Materials Engineering	2010-009	\$500.00	25057	\$500.00
Leighton Consulting	2010-010	\$500.00	13268	\$500.00
BTC Laboratories (Bureau of Veritas)	2010-011	\$500.00		
ENGEO, Inc	2010-012	\$500.00	61467	\$500.00
Krazan & Associates	2010-013	\$500.00	129122	\$500.00
RES Engineers	2010-014	\$500.00	1254	\$500.00
Fugro West, Inc.	2010-015	\$500.00	16133	\$500.00
Nova Engineering & Environmental	2010-016	\$500.00	11583	\$500.00
Consolidated Engineering Labs	2010-017	\$500.00	100573	\$500.00
K C Engineering Co.	2010-018	\$500.00	21528	\$500.00
Signet Testing Laboratories	2010-019	\$500.00	8132	\$500.00
Inspection Services, Inc.	2010-020	\$500.00	16972	\$500.00
BSK Associates	2010-021	\$500.00	43411	\$500.00
ES Geotechnologies (EarthSystems)	2010-022	\$500.00		
Ninyo & Moore, Inc.	2010-023	\$1,000.00	123987	\$1,000.00
Southern California Soil & Testing, Inc	2010-024	\$500.00	66761	\$500.00
RMA Group of No. CA (Terrasearch)	2010-025	\$500.00		
Twining Laboratories - Southern California	2010-026	\$500.00	86245	\$500.00
Testing Engineers, Inc	2010-027	\$500.00	74488	\$500.00
Youngdahl Consulting Group, Inc	2010-028	\$500.00	51174	\$500.00
Matriscope	2010-029	\$500.00	14320	\$500.00
Raney Geotechnical	2010-030	\$500.00	51861	\$500.00
Apex Testing Laboratories	2010-033	\$500.00	2022	\$500.00
Terracon	2010-034	\$500.00	171091	\$500.00
CHJ Inc.	2010-035	\$500.00	15806	\$500.00
John Byerly, Inc.	2010-036	\$500.00	19531	\$500.00
Totals		\$17,500.00		\$16,000.00

Amt. Outstanding \$1,500.00



2010 CCTIA MEETING SCHEDULE

March 25, 2010	Sheraton Hotel Pleasanton 5990 Stoneridge Mall Road Pleasanton, California 925.463.3330
April 22, 2010	Sheraton Hotel Pleasanton 5990 Stoneridge Mall Road Pleasanton, California 925.463.3330
May 20, 2010	Sheraton Hotel Pleasanton 5990 Stoneridge Mall Road Pleasanton, California 925.463.3330
June 24, 2010	Four Points - Sheraton Hotel 4900 Duckhorn Drive Sacramento, California 916.263.9000
July 22, 2010	Sheraton Hotel Pleasanton 5990 Stoneridge Mall Road Pleasanton, California 925.463.3330
August 26, 2010	Sheraton Hotel Pleasanton 5990 Stoneridge Mall Road Pleasanton, California 925.463.3330
September 30, 2010	Sheraton Park Hotel at Anaheim Resort 1855 So. Harbor Blvd. Anaheim, California 714.750.1811
October 28, 2010	Sheraton Hotel Pleasanton 5990 Stoneridge Mall Road Pleasanton, California 925.463.3330
November 18, 2010	Sheraton Hotel Pleasanton 5990 Stoneridge Mall Road Pleasanton, California 925.463.3330
December 16, 2010	Sheraton Hotel Pleasanton 5990 Stoneridge Mall Road Pleasanton, California 925.463.3330