



# CALIFORNIA COUNCIL OF TESTING AND INSPECTION AGENCIES

October 28, 2010  
Sheraton Pleasanton Hotel  
5990 Stoneridge Mall Road  
Pleasanton, CA 94588

## Minutes – Board of Directors Meeting

1. Call to Order – Chip Moore
  - a. Time
    - *The meeting was called to order by President Moore at 2:17 p.m.*
  - b. Attendees
    - *The following officers and directors were in attendance:*  
*Chip Moore (President) Michael Parker (Past President)*  
*Cliff Craig (Secretary) Martha McDonnell (Director)*  
*Miki Craig (Executive Secretary) Tim Rodriguez (Director)*  
*Elizabeth Levi (Treasurer)*
  - c. Absent
    - Jeffry Cannon (Vice President) John Atkinson (Director)*  
*John Byerly (Director)*
2. Approval of Minutes – Miki Craig
  - a. May 20, 2010
    - *The minutes were approved as submitted.*
3. Financial Report – Elizabeth Levi
  - a. Balance of Account
    - *The current balance is \$26,450.46 with no outstanding liabilities at this time.*
    - *The final cost of the Anaheim meeting was \$1,475.53 for 22 attendees.*
    - *Invoices will go out in November for next year's dues.*
4. Old Business
  - a. 2011 Annual Business Meeting
    - *Vice President Jeff Cannon has a speaker presenting on porous asphalt (90 minutes); representatives have been invited from IAS and A2LA (45 min each); Kleinfelder's former CEO Jerry Solante has been invited to speak on how to get work in this economy (paid speaker); there will be a discussion on social networking and social websites (speaker from Las Vegas area). There will be a total of about 6 hours dedicated on Saturday for the annual meeting and various speakers.*
    - *Four vendors have been contacted regarding table displays and donations, two each night for two hours. Treasurer Levi will be mailing sponsorship letters soon.*
    - *There are 6 more hotel rooms @ \$109 to be filled to meet the hotel minimum.*
  - b. Production Costs of Special Inspection Guidelines
    - *Dave Chippero has obtained some general costing for printing. This will need to be addressed when the actual layout is complete.*
    - *SEAONC has requested a copyright mark on the Statement of Special Inspection.*
    - *It is anticipated that one more SOP Committee meeting will be needed to finish the guideline.*
  - c. Training Preparation for ICC Soils Certification Exam



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- *Training has been delayed to next year, with the purchase of study books also delayed until classes have been scheduled.*

### 5. New Business

#### a. Nominations

- *The following slate for 2011 Officers and Directors was presented:*

*President – Jeff Cannon (Kleinfelder)*

*Vice President – John Atkinson (Holdrege & Kull)*

*Secretary – Jim Backman (CEL)*

*Treasurer – Elizabeth Levi (BSK)*

*Past President – Chip Moore (ENGE0)*

*Director – Dave Chippero (TEI) (to fill John Atkinson's remaining year as Director)*

*Director – Mike Zell (ISI) (2 year term)*

*Director – Tim Rodriguez (Signet)*

*Director – Candidate to be determined*

- *Potential candidates for the remaining Director include George Battey and Denise DeGroff.*

### 6. Adjournment

#### a. Time

- *There being no further business, the meeting was adjourned by President Moore at 3:02 p.m.*

Respectfully submitted,  
Miki Craig  
Executive Secretary