

CENTER FOR JOB ORDER CONTRACTING EXCELLENCE
ALLIANCE FOR CONSTRUCTION EXCELLENCE
Annual Business Meeting
January 30, 2007
Arizona State University

Attendees:

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|------------------------------------|-------------------------------------|
| 1. Gary Aller, ASU-ACE | 10. Joe Martin, Northside ISD |
| 2. Charlie Bowers, Parsons-3DI | 11. Bob Gair, RS Meams |
| 3. Ken Jayne, AIM | 12. Bill Kolster, Loudoun County SD |
| 4. Clint Owings, The Gordian Group | 13. Cindy White, City of Phoenix |
| 5. Carol Duval Greb, TCPN | 14. Dean Zajicek, Harris County |
| 6. Ron Ecker, Parsons - 3DI | 15. Don Elder Jr. Harris County |
| 7. Andy Hicks, Alpha Building Corp | 16. Rick Farrag, KBR |
| 8. David Pinkerd, Nouveau | 17. David Carrithers, CCE, Inc. |
| 9. Mike Ladino, Valley Metro Rail | 18. Nick Clayton, SKE |

Meeting Minutes:

1. The meeting was called to order by Clint Owings, 2006 Industry Chair at 8:05 a.m.
2. Gary Aller welcomed everyone to ASU.
3. Attendees introduced themselves and attendance was verified.
4. **Minutes** – The minutes from the December 11, 2006 Steering Committee Conference Call were reviewed by the attendees. **A motion to approve the December Steering Committee Conference call minutes, as presented, was made by Charlie Bowers. Seconded by Rick Farrag. No Opposition. The motion to approve the minutes passed. Jacki will post to the website.**
5. **CJE Financials** – Gary reported that as of December 31, 2006, there was \$59,509 in the Bank. There was discussion about “paid” memberships in relation to voting rights. There were at least 6 attendees, whose 2007 annual dues had not been received by ACE. Joe Martin and Bill Kolster mentioned that they did not see the invoices until early January (they were mailed December 8, 2006 from ASU). There was discussion among the meeting attendees to change the invoice date for all CJE membership invoices to November 1. This should alleviate the problem with voting at the Annual meeting. **A motion to allow the 6 members in attendance, whose membership payment has not been received into the ACE office, to vote in the election (Jacki will re-email invoices) was made by Ken Jayne. Seconded by Mike Ladino. No opposition. The motion passed.** On the March Conference Call, there will be an agenda item to review the By-Laws regarding the payment of annual CJE dues.
6. **Review of 2007/2008 Executive Board Nominations** – Charlie discussed the 2008 Industry Chair Elect and 2007-2009 Member at Large positions. He opened the floor for the 2008 Industry Chair Elect nominees to speak.
Carol Duval-Greb, TCPN – Feels that owner representation is very important to CJE and the 2008 Industry Chair Elect would serve the group well if an owner was in the position. With an owner as the Chair of CJE, other owners may get more involved in the organization. Regional Chapters of CJE are something that needs to be looked at again for the organization. Feels that she does not have the same experience as the other two candidates, but has a passion for working within the organization. Background is environmental engineering.
Rick Farrag, KBR – Feels that CJE is gaining momentum, but we still need to attract more members. CJE needs to be the JOC Authority and guide others who will be using JOC. There needs to be more focus on benefits of membership in CJE...what will attract new members? CJE needs to expand more outside of Arizona. Quarterly meetings along with trade shows in other parts of the country. Website needs to be linked to other states that use JOC. Specific areas need to be studied to know where there is potential for JOC growth.
David Carrithers, Centennial Contractors – Will support CJE no matter who is elected into the position. Agrees with the points that were stated by Carol and Rick. Question...is CJE needed?...Yes. Question...is a good platform in place?...Yes. The future is the answer...CJE

needs to grow beyond the “core” group. Strategic Planning is key to the growth of the organization. All members and potential members need to be involved. To be successful, planning needs to take place for future regions. Review the CJE Brand...possible changes. Education is key to the group.

The Election for 2008 Industry Chair was held by using written Ballots. The ballots were tabulated by Gary Aller and Jacki Houchens. Gary announced that **David Carrithers will be the 2008 Industry Chair.**

Charlie opened the floor for the two individuals who were not elected 2008 Industry Chair Elect and others nominated for the 2007-2009 Member at Large nominees to speak.

Carol Duval-Greb, TCPN – Same goals that were stated for 2008 Industry Chair Elect would be the same for the Member at Larger position.

Rick Farrag, KBR – Same goals that were stated for 2008 Industry Chair Elect would be the same, but added that committees would be key to the success of CJE and would be happy to support the group in any way.

Bill Kolster, Loudoun County School District – Served as a Member at Large in the past. At that time it was difficult to make meetings, etc. His department has been reorganized and his boss now allows time for him to travel and participate in the organization. Would be able to contribute as an owner rep and have an informal network in his home area.

Joe Martin, NISD – Agrees with goals for the organization as already stated. An owner is important on the Board of CJE. The perception is that CJE is all contractors. Arizona and Texas are the strongholds and need to be capitalized upon. CJE is seen as a clearing house. Newcomers come to CJE for answers. The down side to participating in meetings and events for Joe is that he does not have the funding or support from employers. Willing to pay his own way to events and meetings. Gary Aller stated that the issue of public owners and funding has been an issue for some time and if CJE wants to have owners involved, a fund should be established to support their expenses. The group agreed. **A motion to use current available CJE funds, as approved by the Steering Committee, for the purpose of owner’s to participate in Board Meetings and educational events was made by Gary Aller. Seconded by David Pinkerd. No opposition. The motion passed.**

The Election for 2007 – 2009 Member at Large was held by using written Ballots. The ballots were tabulated by Gary Aller and Jacki Houchens. Gary announced that **Joe Martin will be the 2007 – 2009 Member at Large.**

Installation of Ron Ecker as 2007 Industry Chair, Gary Aller swore Ron in as the 2007 Industry Chair.

Installation of 2008 Industry Chair Elect and 2007 – 2009 Member at Large. Gary Aller swore in David Carrithers as Industry Chair Elect and Joe Martin as Member at Large. Congratulations and Pictures.

7. **2007 Industry Chair Goals & Objectives – Ron Ecker**

Looking forward to working with CJE this next year as the Industry Chair. Impressed by the commitment of the group, there is a common ally in the goals and objectives of the group. Membership diversity and expand into other regions of the United States are key to growth. Work needs to be done on action plans and milestone dates and there is always room to improve communication with the organization.

8. **Committee Reports**

Finance – Gary Aller – After the earlier motion, an account will be set up to track expenses of owner’s within the CJE organization (all receipts will need to be turned in with the appropriate paperwork). An update of the DEWSC Capital Campaign was given; \$20M committed from the AZ State Legislature, another \$10M is needed for programs and \$10M to complete the building. (\$4M may come from the AGC and \$6M from the ABA). There were discussions over the past year with companies that are members of CJE. The organization CJE did not denote funds for a professorship or toward the building, but there were some individual companies that expressed interest (RSM means \$10K is still in the 2007 budget to donate for the cause and Centennial is still interested in donating). Gary and Jim Ernzen, Director of the DEWSC, have proposed that a JOC undergrad class start at ASU. It would be an elective class and it would have to go through the university process of approval, but CJE could teach, students would do research. Existing donated funds could be used for this with the CJE organization also donating. A question that

needs to be answered...does CJE need ASU? David suggested that a planning session take place that would include discussion of the above endowment plan. Gary said that a decision needs to be made by CJE no later than April 1. Ron appointed a "working group" that consists of David Carrithers, Charlie Bowers, Ken Jayne, Bob Gair, Clint Owings, Carol Greb and Gary. David will lead the group and will report the groups discussions on the March 12 conference call.

Education - Bob Gair – Bob discussed upcoming educational programs and conferences for CJE opportunities and JOC education. There was a motion to move the Quarterly Business Meeting from May 2007 to June 12 – 14, 2007, Lake Tahoe, CA as the NASFA conference is being held there and it would be a good place for CJE to participate by Bob Gair. Seconded by Charlie Bowers. No opposition. The motion passed. Bob will take care of securing the meeting room and accommodations. A report will be given on the March 12 conference call. Lastly Bob stated that the group needs to set funds aside to have a booth at the large events during 2007. Approximately \$5K/event would more than cover expenses. There will be more discussion on the March conference call.

Membership – David Carrithers – For membership numbers to increase, there needs to more communication and the value of membership into CJE needs to be stressed. Trade show booth graphics need to be created and the CJE brand needs to be "cleaned up". Clint will work with David to have the graphics developed and printed for the trade show booth. All need to work on sending job descriptions and job photos to David. Gary has a format that he will send to David that will give basic information and photos on one board/slide. Clint and David will also take care of shirts and any other logo items that would be good to have at the trade shows. Graphics will be presented and reviewed at the March 12th conference call.

Election/2007 Committees – Charlie Bowers – Charlie reviewed the standing committees and current chairs: **Election** – Clint Owings, **Finance** – Gary Aller, **Education** – Bob Gair (committee members include; Ken Jayne, Carol Greb and Joe Martin), **Membership** – David Carrithers (committee members include; Charlie Bowers and Bill Kolster) and **Legal/Legislation** – Mike Ladino. Charlie thanked everyone for their continued support of the committees.

Legal/Legislation – Mike Ladino – Working with Bob Gair and Joe Martin to prepare for the NASFA conference. Mike will report at the March 12 conference call on the JOC Model study (volume and risk) that was discussed at the Annual Conference.

9. Old Business

Broadcast JOC Survey Findings – The Survey is still in committee, according to Greg Ohrn. Gary reported that Greg's PhD status is in limbo as both Professors who were to review have changed positions. Gary will discuss with Greg and email his findings to the Steering Committee prior to the March 12 call.

Update on Texas – Ken Jayne

Report of the Legislative Task Force: As we understand it, the report will be released soon. It will not recommend new legislation, but may suggest some minor tweaking, to include possibly some "suggested" task order caps. Ken will update when report is published and released.

Proposed Legislation: There has been a bill proposed (HB447) which would re-define JOC as applying only to maintenance and repair of facilities. This would have a major impact upon the use of JOC in Texas. The bill also proposes a \$1 million cap on task orders. We are currently working to get the bill changed so as not to adversely affect the effectiveness of JOC in Texas. If unsuccessful, we will work to kill the bill.

Other Legislation: There is one bill filed which could adversely affect some inter-local agreements. We are following it and will take action if necessary.

CJE Newsletters – June & December 2007 – David Carrithers and Andy Hicks will be Editors for both editions.

Business Meeting Dates – June 12 – 14, 2007 and November 8, 2007. (The November meeting date may be adjusted to coincide with the DEWSC banquet. Jacki will confirm the banquet date.) The 2008 Annual Conference (if held) will be January 28, 2008 and the Annual Business Meeting will be January 29, 2008.

Steering Committee Conference Calls – 11:00 a.m. Arizona Time

March 12, April 9, May 14, July 9, August 13, September 10, October 8 and December 10.

10. **New Business**

Future of CJE Conferences – The conference, “The Case of the Misunderstood Procurement” was good and seemed to be received well by the attendees. (Ron believes it was the best CJE conference ever). It ran a little long, but there were many positive responses. It was “content rich” conference. The conference is observed as being more productive when we have a data rich topic to spin off of. There needs to be discussion if the conference should be run each year or every other year. This may produce more attendees, that are not already a part of the choir. The conference is expensive to run and may be more beneficial to have less often. Gary suggested that the Strategic Planning Committee that David will put together discuss the Annual Conference.

Local Chapters – Gary suggested that the Strategic Planning Committee also review past information on local chapters and report at a future meeting.

Newsletters – Jacki will post past newsletters to the web site.

Booth – All again thanked Centennial for the wonderful trade show booth!

Gary Aller made a motion to adjourn the January 30, 2007 Annual Business Meeting. Clint Owings seconded. No opposition. The motion passed.

Ron adjourned the meeting at 11:15 a.m.

Minutes prepared by Jacki Houchens, ACE.