

Center for Job Order Contracting Excellence  
Steering Committee Conference Call  
Monday, September 10, 2007  
Minutes

**Attendees:**

Ron Ecker, Parsons-3DI  
Mike Ladino, Valley Metro Rail  
Clint Owings, Gordian Group  
Bob Gair, RS Means

1. Ron verified attendance and the meeting began at 11:05 a.m.
2. The minutes from the August 21, 2007 Business Meeting were reviewed. Ron had a question about the CPA firm, was Nixon Peabody to recommend some or was the Steering Committee members to recommend some; Clint responded and said he would follow up with the committee which consists of David Carrithers, Carol Greb, Bob Gair and himself. Subsequent to the Conference Call Dave Carrithers forward the Nixon Peabody suggested firms for follow-up by the CPA committee. Ron also had a question about the availability of the new job descriptions for the newly formed CJE. It was suggested by Mike that the new organization get set up and then the job descriptions could be discussed. The job descriptions committee will review and comment **Bob Gair made a motion to approve the August 21, 2007 Business Meeting Minutes, as written. Clint Owings seconded the motion. No opposition, the motion passed.** Ron requested that Jacki send out the "Talking Points" along with the meeting minutes to the membership

3. **Committee Reports**

**Financials:** Gary Aller was not on the call. Jacki Houchens, ACE reported that Clyde Steinhilber, Business Manager, ACE is working with the ASU Foundation on the disbursements, unfortunately the process is moving slowly, but Clyde is following and will update the group when he has new information. It is expected there will be an update the week of September 17, 2007. Jacki also passed on, from Gary Aller that he would prefer to not be listed as the person who reports the CJE Financials from this point forward. He feels that he cannot give accurate information, as he is not aware of all expenses that are being incurred. Clint feels that Gary should be reporting on expenses against the the funds, that remain with ACE, that have been allocated for "incidental" expenses.

**Education:** Bob Gair did not issue an update. We did discuss potential shows for 2008 included NAFSA, Airport Association, and AFA. Bob will follow up with the Airport Association.

**Membership:** David Carrithers was not on the call.

**Election:** Clint Owings did not issue an update.

**Legislative:** Mike Ladino did not have any new information to report.

**Other:** No other reports were given.

4. **Old Business**

**Updates on National Survey Update:** Neither Ron or Gary have received an update from Greg Ohrn. Both Ron and Jacki will try to reach Greg for an update by the next conference call.

**Texas Update:** Mike will check to see if there is any new information available since the veto...

**December 2007 Newsletter:** David Carrithers not on the call, but Ron will get his article prepared and to David. Carole is assisting with the newsletter. Generally articles will include the Chairman's Corner, NASFA conference, Washington State Legislation, and The Move.

**November Business Meeting** will be held on Thursday, November 8 at ASU, University Club. ACE will facilitate the meeting. The Steering Committee will meet on November 7, 1:00 - 7 p.m. to discuss the new strategic plan and prepare for the Business Meeting. Location TBD.

5. **New Business**

**Next Steering Committee Conference Call:** October 8 10, 11:00 a.m., Arizona Time (MST). Be prepared to discuss presentation ideas for 2008.

**Other New Business:** None.

6. **Strategic Planning**

David Carrithers was not on the call, but Ron reported that Steering committee members that volunteered to contact current CJE members, regarding the transition and re-investing their membership funds (once received from the ASU Foundation) have had a positive response and will re-invest in the newly formed organization. Mike stated that before any new information is published to membership discussions need to take place. There will be a conference call scheduled, after September 24, with David, Clint, Ron, Bob and Mike to discuss the completion of the "initial" CJE set up.

There was a motion to adjourn the Conference call at 11:50 by Mike Ladino. Seconded by Clint Owings. No Opposition, the motion passed. The meeting was adjourned.

Minutes prepared by Jacki Houchens, ACE.