



CENTER FOR JOB ORDER CONTRACTING EXCELLENCE
Steering Committee Meeting/Conference Call
September 13, 2011 – 2:30 PM EST
Call in conference number 1-800-977-8002
Participant code 57485357#

Meeting Notes

In Attendance:

Greg Smith	Jamail-Smith
Andy Hicks	Alpha Building Group
Jim Owens	TCPN
Rick Barrick	Basic IDIQ
Dan Cook (proxy for Clint Owings)	Gordian
Lisa Cooley (proxy for Charlie Bowers)	Centennial
Rick Farrag	KBR

Welcome

Greg Smith

Meeting Minutes from August 9, 2011 Approved as written

Greg Smith

Committee Reports: Update on Committee Activities

Financials Treasurer: Clint Owings

- Clint posted monthly financials last night.

Education: Mike Coberley

- Mike was not on the call. Upcoming CMAA show and exhibit—last one for 2011.
- Greg suggested that we evaluate the ROI on these activities in terms of new opportunities created for JOC. It was agreed that placing presentations should be a component of these activities.

Membership: Rick Farrag

- Under new business.

Election: Rick Farrag

- At least three openings on the board for 2012. Rick will put together a list for the next conference call.

Legislative: Andy Hicks

- No activity in Texas. New on radar is bill in NY to outlaw JOC for public works project (S731/S5149). Paul Schreyer of The Gordian Group is working on this issue. Greg suggested that we might consider engaging some sort of a legislative monitoring service that would help us monitor any state legislation. No action.

Secretary: Charlie Bowers

- Charlie was not on the call, but Lisa Cooley had his voting proxy for Centennial Contractors.

Other Special Committees:

Regional Chapters Report from Committee: Charlie Bowers,
Carol Greb

Old Business:

- Chapter bylaws-status of contact with Attorney (Nixon & Peabody) on review of bylaws-old business from last meeting as well-see information posted by Carol.
 - Greg forwarded email yesterday containing draft modifications to by-laws that would allow for regional chapters. Rick requested additional time to review. Deferred until next month. Greg explained process of board vote and membership ratification, which would be deferred to October to December time frame. Motion to defer approved.
- Comments on CJE JOC Survey
 - Greg received no response to draft email. Defer for one month.
- By-law adjustments necessary to meet reduced Quorum requirements-Carol
 - Carol absent. Defer to next meeting.
- Understudy/Proxy Designation for each board member
 - The following proxies were reported: Frank Norwood for Jim Owens, Dan Cook for Clint Owings, Lisa Blonshine for Greg Smith, Kathy Aycok for Andy Hicks.
- Job Board Update/Link to CJE Website (see SMPS site)
 - Greg reiterated the idea of posting job opportunities on a board. Posting to the board would be a benefit of membership, but could be viewed by all. Resumes could also be posted. Member companies will gather feedback from exec and HR levels on whether this would be of value and would be utilized, for discussion at next meeting.
- Targeted “Marketing” campaign for JOC-Greg-JOC Survey

New Business:

- Membership recruiting ideas (Lisa Blonshine)
 - Membership Drive
 - Increased utilization of CJE logo on proposals, letterhead, etc.
 - Importance of local/regional chapters.
 - Ability to articulate benefits of membership is critical.
 - Lisa Blonshine will set up a brainstorming conference call before the next board meeting.
- Insurance
- Intelligent Office
 - Request for follow up with Intelligent Office on changes to monthly services. Lisa Cooley committed to do this.
- Media Coverage
 - Greg has been approached by Houston Chronicle on the topic of JOC, in connection with the controversy at HISD. The conversation Greg asked if we had a media policy on who represents CJE to the public and media on these issues. There is currently no official media policy, but there needs to be agreement on how and whether the Industry

Chair or Chair elect should represent CJE and the industry. Should they be given the authority to speak on behalf of the industry, or should they have a platform/talking point guide that serves as a parameter? With regard to the current inquiries, it was suggested that CJE draft a position paper to take a leadership stance on ethical JOC. Rick Barrack expressed concern that the Houston Chronicle only runs negative articles on JOC. Greg requested that Rick collect the series of articles on this issue and distribute them to the board for discussion.

Adjourn

3:30 PM EST