

**Center for Job Order Contracting Excellence  
Alliance for Construction Excellence  
CJE Steering Committee Meeting  
Conference Call  
December 13, 2004**

**I. Attendees:**

1. Charlie Bowers, Centennial Contractors Enterprises
2. Ken Jayne, Applied Innovative Management
3. Mike Ladino, Shughart Thomson & Kilroy, P.C.
4. Clint Owings, Gordian Group
5. Carol Greb, TCPN
6. Rich Barrick, Basic Industries
7. David Carrithers, Centennial
8. Gary Aller, ACE/ASU

**II. Not in Attendance:**

1. William Sweetser
2. Rick Farrig
3. Dean Kashiwagi
4. David Pinkerd
5. Tom Peeler

**III. Meeting Minutes:**

Meeting was called to order at 11:05 am by Ken Jayne.

1. Attendance of participants was notated.
2. Meeting minutes from the October 11 Conference Call and November 3 Board Meeting were reviewed. A motion was made to accept them, as written, by Charlie and seconded by Carol.
3. **Nominating Committee Report** - Tom Peeler was unable to attend the conference call but he emailed the following information to Gary; nominations for CJE board for 2005 are the following;
  - a. Industry Chair – Clint Owings and Rick Farrag
  - b. Members at Large – Robert Gair, Carol Greb, Ron Ecker (3DI) and Bill Kolster (not confirmed yet) (Rick Farrag and Clint Owings will also be nominated for Members-at-large, with the successful Chair-elect being withdrawn.)

**Educational Committee Report** - Ken stated that MD Anderson is still interested in having CJE present to their company. A date for the presentation has not been confirmed.

4. **Old Business.**
  - a. **Annual Conference and Meeting** - The CJE Annual Conference will be held on January 31, 2005 on the ASU Campus at the Memorial Union. The Annual Business meeting will be held on February 1, 2005 on the ASU Campus at the University Club. Gary has put out a draft copy of the marketing brochure for the annual conference. Please reply with any comments and changes ASAP so that he may post to the CJE website and distribute the flyers. Charlie will follow up with Janelle Weihs at CEFPI about distributing the flyer to her database. Gary is still missing some bios and topic descriptions for the marketing information for the event. More description is necessary for the Case Studies that will be presented at the conference, as these could draw in more attendees. Ken and Charlie will discuss further and connect with Gary. Clint will review the agenda and let Gary know where he would like to help out with the event. Ken has made

arrangements with the Comfort Inn, Apache Blvd, just East of Rural Road for room rates for the conference (\$80/night). When registering, mention "CJE". Gary will post this information to the CJE website. All power point presentations for the conference are due to Gary no later than January 10, 2005.

- b. **CEFPI Speaker Data Base** - there is a section for Project Management and Delivery that would be the location for CJE members to list their information. The website is [www.cefpi.org](http://www.cefpi.org). If you would like to list your presentation on this website, send it to Ken for review (check format, etc) and he will forward to CEFPI for posting to the website. Be sure to send your bio along with the presentation. This is an excellent opportunity to present to a larger audience.
  - c. **Newsletter** - The final newsletter has been reviewed and minor changes and the addition of pictures will be completed by Gary. The newsletter should be posted to the CJE website by December 17.
5. New Business.
- a. **State Legislation Update** – David and Clint have been working on the statutes of the States. Ken said the information looks good so far. Be sure to focus on states that use JOC. This will be an agenda item at the Annual Meeting
  - b. **Research Proposal** – Gary has been working on this and is waiting on other funds for support. More information will be available at the January 10 conference call. Gary has asked for this to be an agenda item for discussion.
  - c. **CJE Scholarship Fund** – Funds have been received from Centennial. Other companies that were interested are 3DI and Kellogg, Brown & Root. Charlie will follow up with them.
  - d. **Higher Ed JOC Contracts** – Gary has been working on this and will forward information to the committee as soon as possible.
  - e. **January 10 Conference Call** – Ken would like to discuss/finalize the agenda for the Annual Business Meeting. Items that need to be included on the agenda; approval of CJE Bylaws, expansion of CJE Board to include ex-officio's as non-voting members, acceptance of Board Member nominations along with regular CJE Business.
  - f. **TCPN – VIP Extravaganza** – Carol reminded the group of the opportunity for CJE to promote the organization at their event, September 7, 8 and 9, 2005 in South Padre Island, Texas. There would be a booth provided to CJE, at no cost and there would be an opportunity to speak at the event. Charlie confirmed that CJE will participate in September and thanked Carol for the invitation. CJE will confirm their logistics with Carol early in 2005.

The meeting adjourned at 11:35 a.m.

**Happy Holidays!**

Minutes prepared by Jacki Houchens