

Center for Job Order Contracting Excellence
Steering Committee Conference Call
Monday, March 12, 2007
Minutes

Attendees:

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

1. Ron verified attendance and the meeting began at 11:05 a.m.
2. The minutes from the January 30, 2007 Business Meeting were reviewed. There was a motion to accept the minutes, as written, by Joe Martin. Seconded by Clint Owings. No opposition. The minutes were approved. They will be posted to the CJE website.

3. **Committee Reports**

Financials: Gary Aller was not on the call, but Jacki reported that the balance in the account as of February is \$87,632 (this is the corrected amount as she only had an estimate for the actual call). The following memberships are currently past due and the individual noted will follow up:

1. Estimating Systems, Allan Cleveland – Jacki Houchens
2. RS Means, Bob Gair – Bob (there are payments in AP that have not been released, will follow up)
3. Volmar Construction, Peter Volandes – Clint
4. PBK Architecture, Roy Montalbano – Ken Jayne
5. YES Consulting, LLC, Yale Stenzler – Ken Jayne
6. Galveston ISD, Lynn Hale – Ken Jayne
7. Hidalgo County – Martha Salazar – Ken Jayne
8. TCPN, Carol Greb – Jacki reported that another invoice had been forwarded to her on March 7 with her name removed (this was causing a problem).

Education: Bob Gair reported that trade show, NASFA is set. He has space for the CJE booth; see Old Business for booth graphic information. (Dates and Times are: Monday, June 11 – 5:00 – 8:00 p.m., Tuesday, June 12 – all day and Wednesday, June 13 – AM only) and will make arrangements for space for the CJE Quarterly Business Meeting for the afternoon of June 12, 4:00 – 6:00 p.m. with a dinner following. Those who will be attending should try to coordinate travel schedules to optimize the use of a rental car. Mike Ladino and Joe Martin will speak at the conference. The other two events that are forth coming are APPA, July 15 – 17 and APWA, September 10 – 12. Currently there are no speaking slots available at the APPA event and a booth would cost \$2650. There may be a speaking slot available at the APWA event, Bob will confirm, and a booth would cost \$2150. The APPA would focus on Higher Education while AWPA would focus on Horizontal construction.

Membership: David Carrithers. Not on the call.

Election: Clint Owings, will report at the CJE Quarterly meeting in June.

Legislative: Mike Ladino reported that Texas has been active the past few weeks. HB 447 is under discussion and input was being solicited the week of March 5; looks to be a split vote. Joe Martin confirmed that he has heard the same information.

Strategic Planning: David Carrithers. Not on the call.

4. **Old Business**

JOC National Survey Update: Gary Aller. Not on the call.

CJE Quarterly Meeting (Spring 2007): June 12, 2007, 4:00 – 6:00 p.m., Lake Tahoe, CA. In conjunction with NASFA conference.

Texas Update: See committee reports.

Review By-Laws regarding CJE membership payments. Ron reviewed the By-Laws and did not find a time frame noted as to when annual membership payments are due to the ACE office. Discussion was the By-Laws should be amended to state “Annual CJE Membership invoices will be sent in the fourth quarter of the calendar year (Jan-Dec). There will be a 180 day grace period.”

Graphics/Branding: David Carrithers and Clint Owings. Clint is working with David on the graphics. Shirts need to be ordered, but colors, etc. need to be decided. Clint and David will report on the April conference call. The graphics need to be completed for the booth, shirts and marketing material prior to the NASFA conference.

June 2007 Newsletter: David Carrithers. Not on the call.

November Business Meeting will be held on Thursday, November 8 at ASU. Jacki will locate space and report at a future meeting. The DEWSC 50th Anniversary banquet will be held on October 26. When more details are available for the event, Jacki will get them to the group.

5. **New Business**

Increase Membership 10%: Gary Aller. Not on the call. Jacki reported that ACE will be raising membership rates by 10% for 2008 and this will have an impact on CJE membership rates. Gary will discuss on the April conference call.

Expense Remittance: Gary Aller. Not on the call. Jacki reported that there were “red flags” and questions from the ASU Foundation regarding a reimbursement submitted for the 2007 Annual Conference. Guidelines will be put together and submitted for review by the April conference call. Reimbursements would be for speaking engagements, quarterly business meetings and the annual conference. Joe Martin said he should have his itinerary and travel expense estimate to Gary by the April conference call.

Expedite Decision Process between meetings Ron Ecker. This process is in the current By-Laws, Article 6, Section 1.

Next Steering Committee Conference Call: April 9, 11:00 a.m., Arizona Time (2:00 p.m. EST).

Other New Business: None.

There was a motion to adjourn the Conference call at 11:55 by Mike Ladino. Seconded by Bob Gair. No Opposition, the motion passed. The meeting was adjourned.

Minutes prepared by Jacki Houchens, ACE.