

California Uniform Construction Cost Accounting Commission

Minutes of the January 30, 2014 Meeting

Location

California State Controller's Office
300 Capitol Mall, 2nd Floor, San Diego Room
Sacramento, CA 95814

1. Call to Order

Chairperson Hicks called the meeting to order at 10:00 AM and called roll.

Present: Eddie Bernacchi, Robert R. Campbell, Guiselle Carreon, Will Clemens, Linda Clifford, Cesar R. Diaz, William R. Dildine, George Hicks, and David McCosker

Absent: Jeff Armstrong, Lisa Ekers

Guests: Cathryn Hilliard, Construction Industry Force Account Council (CIFAC)

SCO Staff: Jim Reisinger, Supervisor
Lili Apgar, Fiscal Analyst
Darryl Mar, Fiscal Analyst

2. Introductions

The commissioners, staff, and guests all introduced themselves.

3. Oath of Office

No new commissioners were appointed at this meeting.

4. Approval of the Minutes for the Meeting of December 13, 2013 (Refer to attachment Item 4)

Commissioner Clifford motioned and Commissioner McCosker seconded to approve the minutes of the December 13, 2013 meeting. **The motion passed 9-0.**

5. Commission Update (Refer to attachment Item 5)

- a. *Report on new participating agencies* – Staff presented an updated participating agency list, noting that 5 new agencies have opted into the UPCCAA (Act), bringing the number of agencies participating in the Act to 874.
- b. *Funding update* – Staff reported that the Commission had \$4,075.22 of unrestricted donations available for its use.

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6. Public Comment

Cathryn Hilliard attended the Sacramento County Board of Supervisors meeting. The road commissioner brought up the Commission's finding. CIFAC was satisfied the matter was addressed.

CIFAC will be donating \$2,500 previously pledged to the Commission.

7. Staff Comment/Requests

Staff informed the Commission that video conferencing is unavailable due to technical difficulties.

8. Commissioner Comments/Requests/Questions

Commissioner Carreon announced her new position as Purchasing Director with the San Diego County Office of Education. She will continue serving on the Commission representing school districts under average daily attendance of 25,000.

Commissioners Clifford and Bernacchi sent letters soliciting for donations.

The Commission requested a listing of all new agencies that have opted into the Act since the last meeting. The Commission requested a full listing of all agencies once per year.

The secretary will be drafting welcome letters to new agencies that have opted into the Act.

9. Old Business (Refer to attachment Item 9a)

a. *Manual Changes* - Commissioner Clifford will finalize the Subcommittee's revision to the manual and submit it to staff to be posted on the SCO website by March 2014.

b. *Legislative Changes*

i. *Proposed language* - Commissioner Clifford motioned, Commissioner McCosker seconded to approve the proposed legislative changes made by the subcommittee and have Commissioner Bernacchi lead the effort and present it to the Legislature. **The motion passed 8-0. Commissioner Dildine was absent.**

Commissioner Bernacchi motioned, Commissioner Diaz seconded the formation of a subcommittee to explore expedited informal bidding procedures as well as expand the Commission's ability to make findings on any violation of the Act. Membership of the subcommittee will include Commissioners Campbell, Clemens, Diaz, and McCosker. **The motion passed 9-0.**

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- ii. *Strategic plan to implement fee language* – Commissioner Bernacchi will draft a support letter to be distributed to the Commission. Each Commissioner will solicit their respective organizations to support the proposed fee language.
- c. *SCO Website Update* – Staff added sample estimating form to the SCO website.

10. New Business (Refer to attachment Item 10c)

- a. *The San Diego County Office of Education would like the Commission to determine if facilities JPA's can maintain a list and advertise on behalf of member school districts* – The Commission expressed they are open to the idea. However, the Commission would like to review the JPA's plan to administer the Act.
- b. *Commission Vacancies* – Commissioner Hicks provided staff with a recommendation for the cities' vacancy.
- c. *SCO Travel Claim Policy* – Staff provided the Commission with the State rates allowable for reimbursement.

11. Annual Report to the Legislature

The Annual Report for calendar year 2013 is pending SCO Executive Office approval.

12. Next Meeting

The next meeting is scheduled for April 17, 2014 from 10:00am – 2:00pm at the State Controller's Office, 300 Capitol Mall, 2nd Floor San Diego room.

13. Adjournment

Commissioner Clifford motioned and Commissioner Campbell seconded to adjourn. **The motioned passed 9-0 at 12:03pm.**

If you would like further information regarding this meeting or require special accommodation for attending this meeting, please contact:

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