

PACIFIC LUMBER INSPECTION BUREAU

AITC COMMITTEE MEETING

November 21, 2019

Conference Call & Webcast

The Pacific Lumber Inspection Bureau AITC Committee held a meeting via conference call and webcast on November 21 commencing at 12:00 noon Pacific Time. President Jeff Fantozzi presided with the following AITC Committee members present: Craig Van Cott, Patrick Levy, Tom Niska Tim Riegel and Andreas Rhude. Also present on the call were Don DeVisser and Ben Haynes (PLIB staff), Mike Caldwell (consultant) and Timm Locke (marketing consultant).

1. Call to Order and Introductions – Mr. Fantozzi opened the meeting and welcomed the participants and established that everyone on the call could hear and be heard. A roll call was conducted and participants introduced themselves. Mr. Fantozzi stated reviewed the objectives of the meeting and the agenda. There were no changes to the agenda.
2. Antitrust Statement – The PLIB Antitrust statement was reviewed and acknowledged by the committee members.
3. PLIB/WCLIB/AITC Merger - Mr. Fantozzi reviewed the January 8, 2019 letter he sent to all AITC members that explained basic information about the merger. He noted that all AITC inspection staff and all technical staff were retained following the merger, including Mr. DeVisser on a part-time basis and Mr. Caldwell as a consulting advisor. The PLIB Bylaws were reviewed with specific attention being paid to the sections that were changed to accommodate AITC members into the PLIB membership. It was explained that when AITC merged with WCLIB in 2013, the AITC Bylaws were no longer in force and the WCLIB Bylaws became the governing document. Similarly, when WCLIB and PLIB merged, the PLIB Bylaws became the official bylaws of the combined organization, including the AITC membership. All former AITC members became members of the PLIB at the time of the merger.
4. Formation and Purpose of the Committee - Mr. Fantozzi explained how the AITC was appointed by the PLIB Board of Directors at its June meeting and that all AITC producers were welcome to sit on the committee. The AITC Committee would report directly to the PLIB Board of Directors. The Committee was formed to give AITC members a forum to discuss issues and concerns that may be unique to the glulam industry and could take on a wide range of topics including technical, publications, marketing and promotion.

The committee had a wide-ranging discussion on how the AITC Committee would interact with the PLIB Board and whether the AITC Technical Advisory Committee (TAC) should report to the AITC Committee and if so, whether TAC should be allowed to take action on items before the AITC Committee met and reviewed TAC's recommendations. There was unanimous general agreement that the TAC should report to the full AITC Committee and that the full AITC Committee should approve action items that come out of the TAC meeting before TAC acts on it. This will allow principals and owners to review technical items and approve actions. There was further discussion on how the AITC Committee would interact with the full PLIB Board of Directors and whether the AITC Committee would need to get PLIB Board approval before acting. Staff explained how it works when it comes to changes to the grade rule noting that such proposals require full board approval. Staff stated that they

would like the AITC Committee have some flexibility and ability to act on certain items and that this would be discussed at the upcoming Board of Directors' meeting in December. Mr. Caldwell also suggested that there be at least one AITC member on the Grade & Technical Committee.

Pat Levy asked about the Technical Review Board (TRB) which is referenced in ANSI 190.1. Mr. DeVisser stated that AITC is represented on the TRB and that representatives are appointed for a two-year term. Currently Pat Levy is the AITC representative on the TRB. Mr. DeVisser noted that ANSI 190.1 also references establishing an Arbitration Review Board and this is done on an agency by agency basis. This was not set up within WCLIB after the AITC merger. In the ensuing discussion it was pointed out that AITC had an ARB and that it was mainly established to deal with disputes between manufacturer and customer. Mr. Levy stated that PLIB should have a contact for AITC members to go to in cases of dispute and that there should be a policy in place that explains the arbitration process. Mr. Van Cott said having a fee schedule in place would often prevent a claim for frivolous items such as normal checking. Mr. Caldwell agreed to send the AITC policies which include the arbitration policy to Mr. Fantozzi and Mr. DeVisser. The PLIB Board would have to consider and approve any policy. It was agreed that Mr. Caldwell, DeVisser and Fantozzi would review the policies and identify any that are "no brainers" so that these can be presented to the PLIB Board at the December meeting. Any policies that may need work will be kicked back to the AITC Committee to be reworked before presenting them to the PLIB Board.

Mr. Locke was introduced and given the floor. He explained the activities surrounding the re-branding of PLIB and the challenges that were created in trying to both establish PLIB as the single umbrella organization while simultaneously creating an identity for AITC. Examples of letterhead, business cards, technical notes and the website landing pages were provided. Mr. Caldwell thought it would be best to have an alternate letterhead for AITC official letters. Mr. Locke said that this would be brought to the Branding Task Group. The AITC Tech Note was discussed and it was generally agreed that technical notes relating to AITC should have the AITC logo and name at the top instead of PLIB, with PLIB at the bottom. The rationale was that AITC is the recognized name and logo for engineers, architects and building code authorities that reference the technical notes and other AITC standards. Having the AITC logo prominently displayed would give the documents instant credibility and eliminate confusion. It was also noted that these reports should still have the same general look as other reports issued by PLIB in order to maintain the overall brand. This will help tie the organizations together while still representing the separate interests of the two memberships. This will be brought before the Board or Branding Committee.

The website was discussed, and Mr. Locke explained that the PLIB, WCLIB and AITC websites would be combined into one website. However, AITC will have its own landing page within the PLIB website and the AITC url will be retained so that a search of AITC will link directly to the AITC landing page. There will also be AITC specific subpages such as a member directory and list of AITC specific publications located within the AITC landing page. It was noted that in designing the website, efforts should be made to minimize the number of clicks.

5. Report on AITC TAC Meeting - It was noted that the AITC Technical Advisory Committee (TAC) met on October 30 and considered a number of technical issues. The draft TAC meeting minutes were distributed with the meeting materials. Mr. Fantozzi gave a general overview of the items discussed and Mr. Caldwell and Mr. DeVisser provided additional details on specific items that the TAC considered such as knot surveys. Craig Van Cott mentioned that he heard that AWWA was considering changing the ground contact treatment for glulam. Mr. DeVisser explained that he talked

to AWPAs and there was discussion about changing the requirements for when above ground vs ground contact would be required and it would be important for AITC to be engaged in the process.

On motion by Andreas Rhude and second by Craig Van Cott the Committee unanimously voted in favor to accept the TAC recommendations as outlined in the draft TAC meeting minutes and proceed with the action items identified.

6. Discussion to Identify Goals and Work Items – Mr. Fantozzi briefly reviewed the results of the survey that was sent to AITC members. There was not enough time to go over the results in detail but marketing/promotion was one item that was brought up by several survey respondents. Mr. Fantozzi and Mr. Locke indicated that they needed more information as to what types of marketing and promotion the committee members might want. It was agreed that PLIB would send out a second survey that would solicit additional information on this topic. There was also some discussion about the responses that were received from the survey about CLT certification. Mr. Fantozzi noted that PLIB had been contacted by ICC-ES to conduct a qualification audit for a CLT manufacturer in Austria in December. Responses to the survey question on meeting frequency and locations were also discussed. It was noted that most people would like to have one face-to-face meeting per year. Nashville, Chicago, Las Vegas and Reno were all mentioned as possible options for a face-to-face meeting. It was also noted that there would be a need for interim meetings to get feedback from the committee. The possibility of a meeting held in conjunction with the PLIB annual meeting in June in Whistler, B.C. was also discussed.
7. Election of Chairman – On motion by Tom Niska and second by Pat Levy, the committee unanimously elected Andreas Rhude as the Chairman of the committee.
8. Next Meeting – It was agreed that the next meeting of the committee would be in the spring, after the next AITC TAC meeting.

There being no further business, the meeting was adjourned at 1:44 p.m.

Respectfully submitted,

Jeff Fantozzi
President