Members attending:
- Ed Hill (co-chair), Atkins
- Lori Kennedy, KEA
- Mike Thomas, AMEC
- Joe Cowan, CDM Smith
- Bruce Campbell (co-chair), GDOT
- Cory Knox, GDOT
- Sebastian Nesbitt, GDOT
- Tony Cravey, GDOT
- Corbett Reynolds, GDOT

Opening comments by Ed Hill and Bruce Campbell.

Update on ACEC - CEI Industry Group meeting held on March 10, 2016 (Ed Hill). Meeting was first opportunity to ‘roll-out’ CEI Subcommittee members, Mission Statement, and agenda to ACEC stakeholders. Approximately 40 ACEC members attended including some from out of state. Areas of interest and questions by group:
- Inspector certifications
- Technical School programs/training
- Inspector job descriptions
- HB 170
- Upcoming GDOT CEI opportunities/procurements

Began detailed discussion on specific action items/next steps in addressing our subcommittee’s top issues:
- Recruitment, training, and retention – As discussed at ACEC Industry meeting, CEI Industry needs to reach out to Technical Schools in GA in an effort to recruit persons (graduates) to fill inspector positions for the future. Industry persons on CEI subcommittee will contact technical schools in their areas concerning current programs offered and possibility of tailoring programs to meet CEI needs.

  Action Item: 1. Develop matrix of schools w/programs that may be closely related to aptitude needs for an inspector. 2. Contact Tech Schools identified and report findings at May 11th meeting.

- Inspector Job Descriptions – Revised job descriptions contained in draft ‘turn-key’ proposal were adequate with the following comments: 1. Is the Advanced MOT requirement necessary? (is this covered under WECS?) 2. Will ESD be
required for inspectors currently working with several years of CEI experience, any grandfathering?

5. Discussion of ‘Turn-Key” CEI proposal – Comments thus far from subcommittee have been minimal. Our subcommittee is the first to review before sending to GDOT executive management or industry. This type of proposal will place all responsibility of construction inspection of a project 100% on the consultant. (Would be used initially on a single project, no project selected at this point.) Areas of concern:
   - Will RTT be a part?
   - Hierarchy needs to be clarified.
   - Clarify, “In the event of a controversy…” (section 6, D, 3). What escalates, Scope, spec., etc.?

   **Action Item:** 2 additional wks for subcommittee review (deadline 4/14/16)

6. Engineering Skills Development tests (ESD) – Beginning in June, CEI inspectors can start taking ESD tests through GDOT. Tests will be administered by District Training Offices. Inspectors working for consultants currently performing inspections for GDOT are eligible. Requests are to be made through the DCEs.

   **Action Item:** Bruce Campbell needs to send letter to DCEs advising of process, as outlined by Training Office.

7. Next meeting scheduled for May 11, 2016 @ 10:00AM.