



**Construction Advisory Committee
MINUTES**

**REGULAR MEETING
Tuesday, July 20, 2010**

**The Construction Advisory Committee convened in a regular meeting on Tuesday, July 20, 2010
505 Barton Springs Road, 13th Floor, Director's Conference Room, Austin, Texas.**

Chairman Conrad Masters called the Board Meeting to order at 10:00 a.m.

Board Members in Attendance:

Conrad Masters – Chairman

Eddie Hurst

Martin Prisant

Emily Timm

Calvin Williams

Members Absent:

Ira Crofford – Vice Chairman

Gaynell Wilson

Staff in Attendance:

Howard Lazarus, Director - Public Works Department

Keri Juarez, Assistant Director - Public Works Department

Susan Garnett, Executive Assistant - Public Works Department

Rosie Truelove, Contract Procurement Manager - Contract and Land Management Department

1. CITIZEN COMMUNICATION: GENERAL

None

2. APPROVAL OF MINUTES

Changes to the minutes from the meeting on June 15, 2010, were requested by Board Member Hurst. He requested the minutes reflect his concerns with placing experience with the City of Austin in the Competitive Sealed Bids process, noting that it might hinder new businesses from working with the City. Mr. Hurst's second request was for the minutes to reflect the committee's concern that no points were issued for minority participation in Competitive Sealed Bids. Mr. Hurst also requested the minutes reflect that his requests of staff were not productive and were not followed. Minutes were approved as amended by Chairman Masters.

3. NEW BUSINESS

- Board Member Timm requested the committee endorse the City's rest break ordinance, set to be voted on as of July 29, 2010, by sending a letter to Council in support of the ordinance. Ms. Timm presented committee with a letter of endorsement and requested board members submit any comments to her for changes by Thursday, July 22nd for her to complete the edits and requested Staff Liaison Susan Garnett to circulate the letter to Council on behalf of the committee on Friday, July 23rd. Board Member Hurst's motion and Board member Timm's second passed on a 5-0 vote to submit Ms. Timm's letter to Council.
- Howard Lazarus, Acting Assistant City Manager, briefed the committee on the memo he submitted to the Mayor and Council on July 16, 2010, regarding Construction Safety and OSHA training. Mr. Hurst expressed his concern of a possible financial impact the City could incur, suggesting that the cost may impact bids the City receives from contractors due to the cost of training for their employees. Committee approved a motion by Board Member Timm, Board Member Williams' second, to submit a letter to Council requesting the City Manager develop a program assisting small businesses in providing OSHA training to the workforce on all City projects. The committee requested a status report to the CAC by September 21, 2010. Public Works will draft the memo and send it to Council on behalf of the committee.
- Committee approved the alternating of major topics, with an allotment of 40 minutes per topic, for all future board meetings. The motion was made by Board Member Prisant, with Board Member Williams' second, and was approved on a 5-0 vote. The meetings will alternate three main topics: General Contracting Business Practices, Prevailing Wages, and Safety Issues. The next meeting will begin with the topic of General Contracting Business Practices in which Mr. Eddie Hurst will provide staff liaison, Susan Garnett, with subtopics he would like to discuss.

4. OLD BUSINESS

5. FUTURE AGENDA ITEMS

6. NEXT MEETING (August 17, 2010)

ADJOURN

- *A motion to adjourn at 11:30 a.m. was made by Chairman Masters.*