

A.

1. Rich Capolupo called the meeting to order.
 - a. Introductions were made around the room.
 - b. Jim Kunkle was recognized and gave his update on Business Development. Jim highlighted the 2017 programs that SSPC has in place which included prospecting new owners throughout the industry collectively including promoting vehicles available to the owners.
 - c. He reviewed the 2018 exhibition schedule for trade shows and actual one on one sales calls.
 - d. All information is available on line for individual perusal.
2. A question was asked regarding a count for owner contractors that are participating in the QP programs, CAS Level 1 & 2. There are a total of 403 QP contractors with a ratio of 85% to 90% being in the country and the remaining % is out of the country. There were 289 participating in training programs with 31% return ratio.
3. Rich stated that the CAS 2 Level was now available in Greek, Portugese and Spanish.
4. Joe Berish reviewed the Top 10 Audit findings and based on a compilation of 500 reports there were 243 deficiencies. There were significant numbers indicating training problems. The team identified 2,296 findings and while the majority were slight the training problems were the worst. Corp, QCS & CAS.
 - a. Rich asked if SSPC took these findings and took steps to do something about them focusing on the major ones. Joe said they could be broken out as majors and minors and it could be published in the newsletter.

Alison asked if the follow through could be in seeing the infractions in training, after identification, have a plan for improvement.

Joe said this could be done by using the 2017 information which was collected and using it as a base in which to compare numbers going forward. Bill stated this could be done going forward.

And asked that Joe be more specific on the 243 breaking down the major and minor.

Joe asked for committee discussion on items reviewed and the website reporting.

It was stated

problems on line

the auditor leaves?

that the WEBSITE has some usage issues. i.e. Application for Maintenance –

for responding. Joe asked if everyone was getting the necessary feedback after

Allison commented she still has confusion regarding the information provided.

There are 15 DAC Actions and this information is available on the website.

5. Rich asked if there was any new business. – None.
6. Bill Campbell asked about the possibility of making Korean as a part of the language?

7. It was stated that CAS Level 3 is working its way to Spanish as well as CAS 2 at this point.
8. Rich stated that Dan Zarate had wanted to be on the program but based on his absence he will be tabled till the afternoon session.

The Meeting was adjourned at 11:20 a.m.