



**Business Practices Advisory Committee
 Monday, November 16, 2009
 FIF-5
 Las Vegas, NV
 Meeting Minutes**

1. CALL TO ORDER

The meeting was called to order at 2:30 p.m.

2. INTRODUCTION OF ATTENDEES

<u>Committee Members</u>	
Tim Wies – T. J. Wies Contracting, Chair	
Randy Bender – Allied Construction	
Carl Biggs – Harry L. Murphy, Inc.	
Fred Philipp – Coatings Unlimited	
Ed Smith, Hartman Walsh	
<u>Guest Attendees</u>	
Kurt R. Grote – Howard Grote & Sons, Inc.	Al Reynolds – Boss Glass Company
Mark Myers – DC 81	Jerry Haber – W & W Glass
Donald Wentler – W. F. Scott	Ken Zelinsky – Zelinsky Co.
Bob Smith – James A. Smith	Charles Del Monte – Redwood Painting
Mike Burke – Johnson Contracting Company	Clark Anderson – Swanson & Youngdale, Inc.
Gary Lundvall – Quad City FCA	
Mark Switzer – Switzer & Associates	
Steve Philipp, Jr. – Coatings Unlimited	
Don Thomas – Thomas Industrial	
Mark Borgmann – Leach Painting Co.	
Jeff Smith – PaintSmiths of St. Louis	
Bernie Gingras – New Jersey Glass & Metal	
<u>FCA Staff</u>	
Stuart Binstock, CEO	

3. APPROVAL OF MINUTES: Motion to approve the minutes was made by Ed Smith and second by Randy Bender.

4. OLD BUSINESS

A. Labor Productivity Study Survey. The committee discussed FCA’s continued attempts to seek completion of Labor Productivity Study Surveys from its members. To date we have a total of 132 responses, which is approximately 26% of the goal we have set. At this meeting, a new promotional piece announcing prizes for participation was unveiled. Anyone who completes and submits at least three surveys will be eligible to win one of three prizes. The deadline for submitting surveys was extended to April 1, 2010.

- B. ULLICO Casualty Bonding Surety Program.** The committee discussed FCA's surety bonding program underwritten by CCI. The committee reviewed a new brochure prepared by FCA that outlines this member benefit and includes frequently asked questions. A few participants asked for additional information about the bonding program.
- C. UPS Heavy Freight Discount.** Over one hundred FCA contractors have signed up for this discount program. This continues to be one of our most popular programs and contractors are pleased with the discounts they have been able to obtain through this program.
- D. Claims Management Webinars.** FCA has offered a one day seminar that teaches contractors how to file claims through simple-cost effective techniques. In an attempt to broaden the distribution of this information, FCA will be offering this program in a webinar format in 2010. The first time this will be offered as a webinar will be February 10.
- E. LEED V3 Training.** The USGBC in 2009 totally revamped the LEED green building certification program. In response, FCA has modified its course offerings in this area. In 2010, FCA will offer a webinar program on the Introduction to Sustainability. The first class will be offered on January 13. FCA will also be offering in-person programs at the local level on Reading Green Bid Specs/LEED Paperwork and the LEED Green Associate Exam Preparation program.

5. NEW BUSINESS

- A. Training Resolutions.** The committee discussed the resolutions past at the IUPAT Convention that were related to training and were in large part proposed by FCA's Industrial Painting Committee. One of the resolutions proposed that each district council adopt a system by where every member shall receive a picture ID card listing the training and certification the member has completed. Randy Bender described local experience in Iowa and how this practice had proven to be very successful in his local area. Bernie Gingras, the affiliate executive of our New Jersey glazing contractors, discussed details about the Top Workplace Performance program.
- B. FCA-CFMA Financial Survey.** In previous years, FCA has conducted its own separate financial survey of its members. Given the low participation to date and the increased costs to FCA, it was recommended that in 2010 FCA members will be able to purchase CFMA's Annual Financial Survey at a 15% discount from the non-member price. This survey contains a comprehensive report on numerous North American Classification Systems (NAICS) codes, including drywall, flooring and glazing subcontractors.
- C. Contract Killer Clauses Follow-up.** Participants reviewed various contract clauses that they are concerned about, including indemnity and consequential damages clauses. One contractor warned to be careful about signing what appears to be a standardized contract since, they can be altered without any notification.
- D. Economic Downturn Impact-Labor Management Concessions.** Participants discussed how to communicate the issues of economic downturn with their employees. Chairman Tim Wies commented that he believes that you need to update your field staff about the economic realities and it is important to communicate the impact the economic downturn on your business with your entire staff. Jerry Haber agreed, suggesting the need to give the employees something every week that will help them understand the company's situation. As far as labor management concessions, subjects discussed included composite crews, wage reduction and the elimination of featherbedding.
- E. FTI and LMCI Grant Guidelines.** Staff reviewed the guidelines for obtaining an FTI and LMCI grant so that our local affiliates will understand the process and be able to apply successfully for such grants.

6. ACTION ITEMS

- A. It was agreed by the committee that it recommends to FCA's Board of Directors that FCA will not create a separate financial survey in 2010, but that FCA members will be entitled to CFMA Survey at a discount of 15%.

7. ADJOURNMENT

- A. The meeting was adjourned at 3:50 p.m.