



- BCTS Members: Rob Bigalke (HQ)(**Chair**), Marci Riehl (HQ)(**Secretariat**), Marguerite Briglio, (HQ), Craig Tilander (HQ), Sherrie Carter (HQ), Norm Nalleweg,(TSG), , Cameron Simpson (TSN)
- Industry Members: John Betts (WFCA), Timo Scheiber (WFCA), Jason Hutchinson (WFCA), Dustin Kufflick, (WFCA)
- Regrets: Barb Burrage, (CSNR), Cliff Roberts (WFCA), Jonathon Lok (WFCA), Julien Henley (Associated Engineering), Jeremy Araki (Onsite Engineering), Brian Chow (FLNRO Engineering Branch)
- Guests: Sheila Tucnik (CSNR) for Barb Burrage,

Topic	Lead	Comments
Meeting opening and review of agenda. New member Dustin Kufflink representing WFCA was welcomed. Ron Negreiff has given his regrets and will no longer be a member. Norm Nalleweg announced his retirement and this was his last call. Rob will recruit for new BCTS members for BCAC to represent the southern interior and the coast.	Rob Bigalke Chair	
Action Items Update 1. New Rating System Evaluation form update – no discussion 2. Tender Quality Feedback form update: Action 1 – Sherrie will post a notice to Vendors regarding the confidentiality of the form and where to submit it. Action 2 – John Betts stated he will ensure that the WFCA will also communicate the above out to their members. 3. CPI on Option to Renew Contracts: Action 3 – WFCA and other members are to talk to others not on the call and respond back to Rob Bigalke by the end of December. 4. Update on BCTS Multi-Year Contract Usage – ITEM CLOSED 5. Expansion of Rating System: Action 4 – Industry are to consider what might be the next type of contracts we could use for expansion of the rating system. This item will be an Agenda Item for discussion at the next F2F meeting	Sherrie/ Rob/Marci	
New Business 1. BCAC input on release of unit prices – An update on this item will be an Agenda Item for the next F2F Meeting . 2. BCAC input on proposed change to Planting Performance Securities: Action 5 – BCTS will draft a proposal for discussion at the next F2F meeting. This will be added as an Agenda Item .	Rob	



Topic	Lead	Comments
<p>3. John Betts requested an addition to the meeting agenda to discuss the expansion of the Standing Bid Deposit process into other areas. Action 5 – Industry to think about what other areas this may be expanded to. BCTS will continue to get feedback from business areas.</p>	John Betts	
<p>4. The next Face to Face BCAC Meeting will tentatively take place in Richmond on Monday January 15th at 1:00 pm and will end on Wednesday January 17th at 12:00 pm. Action 6 - Marci will send out a meeting request to all to hold the date.</p>	Rob/Marci	Discussion all members present.
<p>5. Roll out of the new Planting Rating System form and pre-work process to contractors. It was discussed and the decision was made to ensure joint training for BCTS staff and contractors so they receive the same message at the same time to avoid any future confusion and promote common understanding. The form is complete only the calculation part is still under development. The beginning of March was discussed as a possible date for the joint workshop.</p>	Sherrie	Discussion all members present.
Call closed at 11:30.	ALL	