

**Minutes of the Regular Business Meeting  
of the PermitTechNation Group  
May 24, 2016**

- I. Regular Business meeting commenced at 12:09pm with the following in attendance: Dawn Neil, NJ; Cindi Somers, WA; Tamara Hagerman, KS; Jill Stone, TX; Jammie Newsome, GA; Kristi Peterson, WY; and Rich Hauffe, ICC.
  
- II. Approval of minutes from April 20, 2016: Jammie Newsom, GA made a motion to approve the minutes and was seconded by Cindi Somers, WA. Motion carried.
  
- III. Treasurer's Report (see attached)  
Cindi Somers, WA moved and Tamara Hagerman, KS seconded a motion to pass the treasurer's report as submitted. Motion carried.
  
- IV. Old Business
  - a. ICC ABM 2016 update – Tamara Hagerman, KS reported the finishing details were coming into place. Registration should be open. Still looking for volunteers if anyone is interested.
    1. Educational Tours – Underground storage tour, Harley Davidson Plant tour
    2. Expo – Sunday AM booth set up. Expo from 3pm – 5pm. Monday from 10-5
    3. Hotels – Marriott is the hotel attached to the convention center. Rooms are \$112. Dawn suggested reserving your room can always cancel later. Rooms go fast.
    4. Suggestion was made if the group was planning on attending events on Saturday to arrive Friday evening.
  
  - b. National Chapter Committee Report – Dawn reported the report is completed and has been sent to Karla Higgs for review of the membership ration to make sure it is correct. 58 members for 2016. Maybe need to push outside membership.
  
  - c. 2016 Permit Tech Booth
    1. Logo – this year is a pink pig playing a saxophone, have musical notes with the chapter acronyms on them. Dawn will have her brother(in-law) work on a design.
    2. Booth – Cindi will check with Brian again this year about ICC donating the booth
    3. Prize – see if Karla can get us a set of Permit Tech study books again this year
    4. Giveaways – start thinking of giveaways for the booth

## V. New Business

- a. Disaster Preparedness – put a committee together with Jill Stone, TX as chair. Have everyone try and come up with information pertaining to disasters which are specific to their areas and bring back to the next meeting. Take the info and create a generalized list of ideas for people to be able to use to create a plan. Have the information available on the website.
  1. Jill Stone, TX; noted during their recent issues a mobile vehicle was equipped to go in to the affected neighborhoods and get permits and inspectors to those areas.
  2. Have floor plans of buildings readily accessible.
  3. Red and Green tags to stick on homes. Helps visibly identify the state of the structure.
  4. Weather and terrorist tips
  5. Store offsite supplies and necessary documents
- b. Events – add this section to the website
  1. MAGIC – which mentors young ladies in construction
  2. NCTPTC – sponsoring a school supply drive
  3. AIA Georgia Disaster Training
- c. Conference/Hotel Registration is for October 16-19, 2016
- d. WICED – will host Habitat Build Day on October 15, 2016.

VI. Our next meeting will be scheduled for June 14, 2016 at 12 noon; Eastern Standard Time.

VII. , Cindi Somer, WA moved and Jammie Newsome, GA seconded a motion to adjourn. Motion carried

Adjourned at 12:56pm

Submitted by:

Tamara Hagerman, CPT

PermitTechNation Secretary