

Minutes

PermitTechNation Chapter Meeting February 21, 2017

- I. The February 21, 2017, PTN monthly conference call meeting was called to order at 12:20PM EST by President Cindi Somers. Members present: Carey Frazier, TX; Dawn Neil, NJ, Tamara Hagerman, KS; Barb Williams, MN; Lisa ?, NE; Mary Chapman, OR; Tiffany ?, OR; Misty Nelson, KS and Rick Hauffe, ICC.
- II. President Somers asked for review/corrections of the January 17, 2017 minutes. Dawn Neil, NJ moved to approve the minutes; Misty Nelson, KS seconded the motion. Motion approved by members present.
- III. Treasurer's report ending January 2017 was reviewed. Mary Chapman, OR moved to accept the Treasurer's report as presented with Misty Nelson, KS seconding the motion. Motion accepted by members present.
- IV. Committee Reports
 - a. Membership: Jammie Newsome & Carey Frazier. Carey reported the spreadsheet has been started. A suggestion was made to add Rick Hauffe and Karla Higgs in perpetuity.
 - b. Finance & Audit: Katy Hauan and Jill Stone. No report
 - c. Education: Jessie Sorensen and Erin Scharf. Jessie has put together a list of webinars (see packet) and a list of chapter information. Jessie can be e-mailed at jsorensen@cityofwestminster.us for any education updates.
 - d. By-Laws: Bonnie Lanz, Kecia Lara and Tamara Hagerman. By-law changes have been submitted to the following sections 8.1.2 and 8.1.4 (see attached). First reading of the proposed changes. A second reading and a vote will take place at the March meeting.
- V. Old Business
 - a. Cindi Somers and Tamara Hagerman are both on the ICC Permit Tech EDC committee. Several permit techs are on the committee.
 - b. Building Safety Month: a proclamation has been included in the packet. If your municipality or organization participates please forward so it can be added to the PTN website. Also, Rick will be willing to help with crafting the proclamation for your group. Cindi suggested contacting your local library to create an event to inform children on BSM.
 - b. Disaster Preparedness: Jill Stone, TX. Table for discussion when Jill is present.
 - c. Website Update: Dawn Neil, NJ; Barb Williams, MN. Dawn provided an update to us. She has received updates on officers/BOD members from several members and is waiting on education updates. She will need a list of paid members to create the members only page.
 - d. PTN Facebook: Erin Scharf, WI; Dawn Neil, NJ; Barb Williams, MN. – no report
 - e. 2017 ICC ABM:

- i) September 10-12, 2017
- ii) Theme for our booth
- iii) Donations by ICC
- iv) Chair and co-chair

VI. New Business

a. Eastern State Conference – Dawn Neil, NJ.

- i) Trying to get a class established at this event, been speaking with someone from the group since about November 2016.
- ii) Was informed in February the group was full and didn't have room for any more classes.
- iii) Barb suggested getting on the education committee for this group. Dawn was invited to participate by the Rhode Island Building Officials, maybe join their group.
- iv) Sponsorship Form – this is part of the Eastern State Conference, PTN could be a sponsor at this event. Based on the form a table would be provided to have information about PTN on it. Also, some type of promotional materials with our logo is part of the package. A suggestion was to discuss with RH about partnering on a promo package and sending Dawn to the event. The PTN chapter would possibly cover expenses. Dawn was going to look into the details.

b. Open Floor -

Next meeting will be March 21, 2017, Tues EST Noon / 9am PST

Motion to adjourn at 1:01pm EST; motion approved by members present.

Respectfully submitted by:
Tamara Hagerman, CPT
PermitTechNation Secretary