

## Minutes

PermitTechNation Chapter Meeting  
April 18, 2017

- I. The April 18, 2017, PTN monthly conference call meeting was called to order at 12:10PM EST by President Cindi Somers. Members present: Carey Frazier, TX; Dawn Neil, NJ, Tamara Hagerman, KS; Tiffany Little, OR; Jammie Newsome, GA; Jessica Sorensen, CO; Kim McReynolds, GA; Janie Morales, TX; Brenda Sirkis, NJ and Rick Hauffe, ICC.
- II. President Somers asked for review/corrections of the February 21, 2017 minutes. Jessica Sorensen, CO moved and Dawn Neil, NJ seconded the motion to approve the February minutes. Motion approved by members present. President Somers asked for review/corrections of the March 21, 2017 minutes. Dawn Neil, NJ moved and Carey Frazier, TX seconded the motion to approve the March minutes. Motion approved by members present.
- III. Treasurer's report ending February 2017 was reviewed. Carey Frazier, TX moved and Jessica Sorensen, CO seconded the motion to accept the Treasurer's report as presented. Motion accepted by members present. Treasurer's report ending March 2017 was reviewed. Dawn Neil, NJ moved and Carey Frazier, TX seconded a motion to accept the Treasurer's report as presented. Motion accepted by members present.
- IV. Committee Reports
  - a. Membership: Jammie Newsome & Carey Frazier. Carey reported the March spreadsheet is up to date. We have 26 individual members and 9 chapters so far. After further discussion it was decided to resend the membership application.
  - b. Finance & Audit: Katy Hauan and Jill Stone. No report
  - c. Education: Jessie Sorensen and Erin Scharf. Requesting education dates and times for PTN, looks like last week of August or first week in September for availability. Discussion on topic Solar Class from STEP was discussed. Felt this was too specific and should be more geared towards PT's. Topics similar to Inspector Skills or a class on soft skills would be more appropriate. May need to see if another chapter had a CED to donate if the class was a 2 day seminar. The dates for the PTN webinar were narrowed down to August 22<sup>nd</sup> and 29<sup>th</sup>. Jessie can be e-mailed at [jsorensen@cityofwestminster.us](mailto:jsorensen@cityofwestminster.us) for any education updates.
  - d. By-Laws: Bonnie Lanz, Kecia Lara and Tamara Hagerman. It was pointed out a BOD member should not be on the Finance committee, review the by-law section and make recommendations for the next meeting. Also, need to add a definition of a member and who can sit on a committee. Holding off on the by-law changes for the following sections 8.1.2 and 8.1.4 (see attached).

V. Old Business

- a. 2017 ICC Leadership Symposium: Tamara Hagerman gave a short synopsis of what the symposium in Oklahoma in June 2016. Round table discussions, group discussions on investing in the next generation of building code officials, inspectors, planners and permit techs.
- b. 2017 ICC ABM:
  - i) September 10-12, 2017
  - ii) Theme for our booth-make contact with Ohio PT Robin Harp.
  - iii) Donations by ICC-Cindi Somers, WA would check into this
  - iv) Nominating Committee: Chair and co-chair: Dawn Neil, NJ; Tamara Hagerman, KS; Jamie Newsome, GA.
  - v) Habitat Build Day-Saturday, September 9<sup>th</sup>. Co-sponsoring with WICED
  - vi) Hotels-try to get in the same hotel. Choices look like Drury Inn, Hilton, or Crowne Plaza
- c. Land's End store: Tamara Hagerman, KS wondered if we wanted to be color coordinated for the ABM.
- d. Open Floor -

Next meeting will be May 16, 2017, Tues EST Noon / 9am PST

Motion to adjourn.

Dawn Neil, NJ moved and Jessica Sorensen, CO seconded a motion to adjourn at 1:01pm EST; motion approved by members present.

Respectfully submitted by:  
Tamara Hagerman, CPT  
PermitTechNation Secretary