

**Minutes**  
PermitTechNation Monthly Teleconference  
April 19, 2018

- I. The April 19, 2018, PTN monthly teleconference meeting was called to order at 11:02AM CST by President Carey Frazier. Members present: Dawn Neil, NJ; Tamara Hagerman, KS; Carey Frazier, TX; Tiffany Little, OR; Bobbie Kaufman, ID; Jack Applegate, OR; Bobbie Jo , FL; Michele Linbarger, OR; Mike Stewart, MO; Jesse Sorensen, CO; Janice Beecher, Blackhawk, ??; and Rick Hauffe, ICC.
  
- II. President Frazier asked for review/corrections of the March 15, 2018 minutes. Bobbi Kaufman moved Tiffany Little seconded the motion to approve the minutes with changes. Motion carried.
  
- III. Treasurer's report
  - A. Reports from October – December 2017 motion to accept the treasurer's reports made by Tiffany Little and seconded by Jana Blackhawk. Motion carried
  - B. Reports from January – February 2018 motion to accept the treasurer's reports made by Tiffany Little and seconded by Bobbie Jo. Motion carried.
  
- IV. News, Announcements, Reminders...
  - A. Chapter Leadership Academy in Denver, CO-reminder the chapter is sending Kecia Lara to the academy.
  - B. 2018 ICC ABM – Still waiting for the information to be made available on the ICC Website.
  
- V. Committee Reports
  - A. Bylaws – Kecia Lara / Tamara H / Robyn Harp – No report.
  - B. Education – Jessie S / Jammie Newsome / Tiffany Little –
    1. Code Specialist Class - dates are 4/30 & 5/01; as of today we have 7 attendees. Extend date to sign up on Memberplanet.
    2. Jessie has a person who has webinars which can be accessed anytime. She will post more information regarding these classes.
    3. Memberplanet – will have information on how to register for the class
  - C. Finance and Auditing – April Schrader / Janie Morales / Brooke Cooper – no report.
  - D. Membership – Brenda Sirkis / Dawn Neil / Cindi Somers – still working on membership drive.

## VI. Old Business

- A. Mentorship –John Darnall has suffered a stroke, as more information arrives it will be passed along. Cindi will take over the mentorship.
- B. 2018 Building Safety Month/April (BSM) – PTN involvement.
  - 1. Proclamations from every state, jurisdiction. Start getting ready in March.
  - 2. Activity all can host during April – activity at library, Cody books to library
- C. Membership update/reminder – don't forget use Memberplanet to sign up
- D. Permit Tech Membership Council – still gathering information to bring back to the membership

## VII. New Business

- A. Code Specialist Certification – There are 34 people certified so far.
- B. ICC has made changes to how the PT certificate is obtained.
- C. Rhode Island PT Class – need 2012 code books to host class, any donations are welcome.
- D. 2018 PTN Booth –
  - 1. Tiffany Little have the booth reserved.
  - 2. Rooms for the “roundtable” and PTN ABM have been reserved.
  - 3. May/June start getting volunteer list together, start finding give-aways
  - 4. Dawn has a bunch of the pens left.
  - 5. Design a Pin – hearts are a theme in Virginia
- E. Nominations at the ICC ABM
  - 1. Nominating Committee – review, discuss and make our decisions and present an agenda of nominations for all of the categories.

## VIII. Open Floor –

- 1. Jack Applegate gave the website to check out the Permit Tech site
- 2. Jack also issued a challenge to all the other Regions to bring a shadow to the ABM in Virginia

## IX. Next Meeting – May 17, 2018

- X. Adjournment – Dawn Neil moved and Jesse Sorensen seconded a motion to adjourn the meeting at 11:26am CST; motion carries.

Respectfully submitted by:  
Tamara Hagerman, CPT  
Secretary, PermitTechNation  
City of Baldwin City, KS