

# PermitTechNation Regular Monthly Conference Meeting

May 15, 2019

9:00amPST/11:00amCST/12:00pmEST

## I. Call to Order – at 11:13am CST

**Members present** – Michele Miller, WA; Dawn Neil, NJ; Carey Frazier, TX; Tamara Hagerman, KS; Jammie Newsome, GA; Jack Applegate, RII; John Darnall, WA; Brenda Sirkis, NJ; Bobbie Kaufman, ID; Mary Renalla, OH, Terice Watts, KS; Tiffany Parsons, KS; Jessie Sorenson, CO; Christiane Mercer, WA; Rick Hauffe, ICC; Patty Dillon, MN; Cindi Somers, WA.

## II. MINUTES

Approval of the minutes April 17, 2019 – Cary Frazier moved and Dawn Neil seconded a motion to approve the minutes. Motion carries

## III. TREASURER'S REPORT

### 1. Nov 2018 & Dec 2018-

Discussion on obtaining a cloud base service to allow receipts/documents to be accessible to others.

## IV. COMMITTEES

- a. **By-Laws: Tamara (chair), Bobby and Bobbie Jo** - None
- b. **Education: Jessie (chair), Jammie and Tiffany**
  - i. 30 participants at the last class (Customer Service)
  - ii. Still receiving requests for the class
  - iii. Jessie will start working on the fall class
  - iv. Questions as to whether a jurisdiction could host, not set up
- c. **Finance and Auditing: Michele (chair), Carey and Bobby Jo** – none
- d. **Membership/Nominations: Carey (chair), Dawn and Erin**
  - i. Dawn noted one new member applied from Puerto Rico, can't confirm
  - ii. Total of 63 members
  - iii. Chapter renewals are down
- e. **2019 ICC ABM (ad hoc): Carey (chair), Erin, Jessie and Kecia**
  - i. Refer to unfinished business

## V. UNFINISHED BUSINESS

- a. **Leadership Academy Attendees**
  - i. Carey, Jessie and Michele will be attending
- b. **2019 ICC ABM (ad hoc): Carey (chair), Erin, Jessie and Kecia**
  - i. Booth reserved near ICC area
  - ii. Room blocks
  - iii. Membership Council Meetings on Tuesday afternoon and Wednesday

- iv. H4H – Saturday, Cindi will coordinate with WICED
- v. Booth Theme – work with Cuppy to get a shirt together, Committee will work on this
- vi. Shadows – try to have a shadow during the ABM
- vii. Pin Design – NJ had dice, 300 quantities on pins this time
- viii. Building Safety Month ideas at booth

**c. Candidate Questionnaire**

- i. Candidate Questionnaire – Carey, Dawn and Cindi work on it. Use to gage support for PT's with potential Board candidates  
Question for “how do you encourage PT's...”
- ii. Carey will mail to those candidates sending letters asking for support
- iii. State chapters are welcome to use also

**VI. NEW BUSINESS**

**a. Distribution List**

- i. Dawn has a paid members list and a national list but is missing a list of people who want to call into the meetings. Michele and Carey will forward their lists to Dawn including ICC BD that like to participate in PTN calls and she'll create a master for distribution.

**b. BOD vacancy - Michele**

- i. Kecia stepped down, Michele is the new PTN President and Jessie has accepted the VP position vacated by Michele. There is one (1) vacant BOD position.
- ii. Bobby Jo Keel and Christiane Mercer showed interest in the vacant BOD position. Cindi nominated Bobby Jo due to her activity in PTN the past few years and Jessie/Dawn seconded the nomination. The motion carried. Michele would reach out to Christiane Mercer and encourage her to participate in WSAPT. Bobby Jo will also fill Kecia's vacant positions on the By-Laws and Finance committees.

**c. Building Safety Month**

- i. Cindi is retiring from the City of Richmond and someone will need to take over heading up BSM.
- ii. Michele will send out an email to the members to see if someone would be interested in working with Cindi to help encourage it and then eventually take over once Cindi is steps down.
- iii. Will need to keep a record of BSM activities for when we apply for Chapter of the Year someday. Cindi will start a spreadsheet of proclamations and activities and will pass it along to the next person.

**VII. NEXT MEETING**

Wednesday, June 17, 2019

**VIII. ADJOURN**

10:18am (PST)