

# Agenda

PermitTechNation Monthly Teleconference

April 17, 2019

- I. Welcome & Roll Call
- II. Minutes – review and approval of March 20, 2019 Monthly Teleconference
- III. Treasurers Report
  - a. Review and acceptance of November & December 2018
  - b. January and February 2019
- IV. Committee Reports
  - a. **By-Laws-Tamara (Chair), Bobby and Kecia**
    - i. Adopted by-law revision. All the officers need to sign the last page
  - b. **Education – Jessie (Chair), Jammie and Tiffany**

Website has been updated with our next Webinar for Code Specialist May 13 & 14, 2019. Dawn sent an email out to both email distribution lists inviting them to attend the webinar. She created an event on the PTN Facebook page for the webinar. We have 8 registered so far for the webinar.
  - c. **Finance and Auditing - Michele (Chair), Carey and Kecia**
    - i. Annual Audit SOP-We discussed moving this to the 1<sup>st</sup> Quarter rather than waiting for the ABM in the 3<sup>rd</sup> Quarter. Brenda has mailed the information for review.
  - d. **Membership/Nominations – Carey, Dawn and Erin**
    - i. We had one new Chapter Membership (NJATA) and one new Individual Membership Carla Campos.
    - ii. ICC Board Candidates
  - e. **2019 ICC ABM (Ad hoc) – Carey, Erin, Jessie and Kecia**
    - i. Update
- V. Unfinished Business
  - a. Sending VP to ICC Chapter Leadership Academy
  - b. ABM - Rio Hotel & Convention Center
    - Venue should be able to accommodate all guest rooms / Room Block # will be released in May – reservations can be made now
    - Keynote Dame Judith Hackett – green cell tower fire – author, Building a Safer Future
    - Conf 20-23
    - Expo 20-21

VI. New Business

VII. Open Floor

Remind your chapter members to update their individual or jurisdiction Voter Validation

BSM – Chapters all rec'd email regarding available BSM posters. Take posters to Chapter Events – drop Karla an email for where you would like the poster to be mailed (2 per chapter) ICC > About > BSM

Annual Report Due Aug 15 > myICC > myChapters > view update Chapter Details.

Submittal of report triggers Chapter Benefit. Can be used for either Leadership Academy (room/board/travel) OR ICC ABM Registration. Benefit is not sent until the Annual Chapter Report has been submitted.

Chapter Leadership Academy – Downtown Denver – 4<sup>th</sup> Annual – June 4-5 > Arrive Monday June 3 / start 8am 4<sup>th</sup> / end 4pm 5<sup>th</sup>

- Agenda is being finalized. Website will be updated in the next 2 weeks. Keep eye out for emails with updates.
- New Topic - How to Get Ahead when you Can't Get Away – using social media to engage members
- Best Practices - If your Chapter has a BP you would like to share, send email to [Chapters@iccsafe.org](mailto:Chapters@iccsafe.org)
- Qualifications for leadership academy – any chapter leader; although ICC strongly encourages someone other than President send upcoming leaders
- What does ICC cover? Every chapter that completes report has option for Leadership Academy (room/board/travel) . You can pay out of pocket (room/travel)
- ICCsafe.org > Safety 2.0 Page > Leadership Academy will have PP or summary from activities at Chapter Leadership Academy if unable to attend

VIII. Next Teleconference – Wednesday, May 15, 2019

IX. Adjourn