

**CENTRAL OHIO PERMIT TECHNICIANS  
REGULAR QUARTERLY MEETING  
THURSDAY, APRIL 19, 2007**

**10:00 A.M. DELAWARE COUNTY CODE COMPLIANCE OFFICES**

*Our purpose as a Permit Technician Committee is to **educate, support and network** those working in administrative staff positions of building code enforcement.*

1.     **ATTENDING:**       Sandy Whittington, City of Pickerington  
                              Suzette Twitty, Village of Groveport  
                              Irene Metheny, City of Grove City  
                              Margie Badurina, City of Grove City  
                              Don Walters, Russells Point  
                              Linda Reigle, Union County Building Department  
                              Sandy Liedtke, Union County Building Department  
                              Robyn Harp, City of Dublin  
                              Mary Sampsel, Union County Engineers & COCOA Rep  
                              Joseph Amato, Delaware County  
                              Joseph Scherler, Delaware County  
                              Fred Fowler, Delaware County  
                              Wendy Fox, Delaware County  
                              Denise Douglas, Delaware County  
                              Beverly Pittman, Delaware County  
                              Julie Mays, City of Delaware  
                              Brittany Tuggle, Delaware County  
                              Tami Spiers, Delaware County  
                              Pam Hickok, Village of New Albany  
                              Angie Perrine, City of Pickerington

2.     **COMMITTEE REPORTS:**

- A.    Membership

- Committee Chair Margie Badurina asked Mary Sampsel of Union County and COCOA rep. to explain the membership fees. Mary stated there is no membership cost, if you choose to be a member of COCOA the cost will be \$50.00. At that time a roster was passed out for each member to sign-in.
- Everyone in attendance received a booklet/directory prepared by Linda Reigle. A membership form was included in this packet for all members to complete and return. This directory contains vital information regarding the committees *Agenda, Roster, Minutes, and COCOA*. Please contact Linda at [Ireigle@co.union.oh.us](mailto:Ireigle@co.union.oh.us) with any updates/changes to membership roster.

- The committee is working with Mary and COCOA to develop a brochure/flyer about the Permit Technicians organization. No maps with the locations of COCOA's geographic area presently exist; will work on targeting area for Permit Tech growth.
- A small article about Permit Technicians sub-committee group is in the next COCOA newsletter at [www.cocoaonline.org](http://www.cocoaonline.org). We also on COCOA's website presently listed under the meetings/calendars section. Margie is presently working with Mike Boso of COCOA to update our future meetings or post agenda items on website. If you have any suggestions or you need reminders of upcoming Permit Tech events please contact her at [mbadurina@grovecityohio.gov](mailto:mbadurina@grovecityohio.gov).

#### B. Code Compliance

- Committee chair Sandy Liedtke discussed the goal for the Code Compliance Committee. Their goal is to *promote communication and consistency to better serve the community and streamline the process by becoming more informative for public safety and understanding in a user friendly environment.*
- Open discussions were held regarding the following questions:
  - a. How different areas handle Temporary Certificate of Occupancy?
  - b. How are building permit resubmittals and revisions handled?
- The next meeting for the code compliance committee will be held on Tuesday, June 26<sup>th</sup> from 9:00 a.m. to 11:00 a.m. at the ICC office. Wendy Fox will bring the next questions to the round table for discussion.

#### C. Education

- Committee chair Irene Metheney presented the following recommendations as results from her committee meeting:
- Have a guest speaker at the Permit Tech meetings to explain the new Ohio residential code changes.
  - a. What significant changes have taken place? What is achieved by the change? Why was it changed?

- b. Change with respect to certifications and if certified permit techs would be included?
  - c. Explain the new required 1% fee. Explanation for collection and filing.
- Present an educational program. Have a plans examiner explain what they are checking on with a project from the beginning clear to the end.
  - Scheduling Saturday study sessions for the Permit Technicians test.
  - Tag along with one of your inspectors as they do inspections.
  - Other ICC Certifications.
  - Margie Badurina stated she has been checking on college credit hours through Columbus State College. Would like to have Permit Technicians Test applied toward college credits.

Anyone interested in joining one of the above committee's please contact the committee chair person. Your help would be greatly appreciated!

3. **GUEST SPEAKERS:**

A. JerryWalraven with Delaware County

- Presentation using a Blackberry inspection set-up program that he designed.

B. Joe Scherler and Joe Amato with Delaware County Code Compliance

- Ground Fault Interrupters (GFI) and Arc Fault

4. **TOUR OF DELAWARE COUNTY BUILDING DEPARTMENT:**

- A special thank you to Wendy Fox and the Delaware County Building Department for allowing us the opportunity to learn from your department.

5. **NEXT QUARTERLY MEETING WILL BE HELD JULY 19<sup>TH</sup> AT THE CITY OF DUBLIN 10:00 – 12:00 MORE INFORMATION AND DETAILS TO FOLLOW.**