

Central Ohio Permit Technicians

Regular Quarterly Meeting

Thursday February 5, 2009

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

10:00 A.M. – ICC Offices Hosted the meeting

Attending: (23)

Maureen Brady, Kevin Moran, Jeanne Amicon, Patty Evans, Connie Hoblitzell, Carmen Tatman, Sioux Cramer, Teresa Veit, Camellia Ritchey, Eloise Stanton, Wendy Fox, Sandy Liedtke, Mary Sampsel, Irene Metheny, Mary Rinella, Pam Hickok, Chris Heitz, Maggie Stachowicz, Diane Mays, Robyn Harp, Pam Shaloo, Jessica Reeves & Margie Badurina

Margie Badurina, Chairman, opened the meeting.

New Business

- Announced the 1st Permit Tech Conference to be held April 28-30, 2009 in Columbus Ohio. More info to be reported under the Committee reports
- Creation of a new committee, ICC Liaison, - Sandy Liedtke and Irene Metheny to serve on Committee as Co-Chairs. Also Maureen Brady has accepted the newly created Treasurer's Position. Each group will discuss their new positions along with the other Chairman's reports.
- 2nd Quarter Meeting will be the Permit Tech Conference Planning meeting in lieu of a regular quarterly meeting. 3rd Quarter meeting will be held on July 19th at the Village of Canal Winchester. 4th Quarter meeting will be held on October 15th. If you are interested in hosting this meeting please contact Mary Sampsel or Margie Badurina.

Committee Reports

A. Outreach-Mary Sampsel

Mary Sampsel gave report on the OBOA Conference. We had a booth for Central Ohio Permit Technicians. Our information board was on display and brochures were handed out.

B. Education-Robyn Harp

Mary Rinella reported that we will be holding another Permit Tech study group. The lending library has one set of books available. The session will start on March 14th and end April 4th, 2009 from 10:00 – 12:00 (Location to be determined). A survey was passed out for those interested in participating in this group. Robyn Harp, Diane Mays and Pam Hickok will lead the study group.

C. Code Consistency-Wendy Fox

Wendy Fox attends the COCOA meeting held the 3rd Wednesday of each month. She asked for any suggestions or questions for her to take to the meetings from our group.

D. Public Relations – Sandy Liedtke

Sandy shared our display board and suggested that we vote on a logo to place on our board. Discussion was had by the group on the logo and samples were shared of those ideas of when we tried to come up with a temporary logo. Mary Rinella made a motion and it was seconded by Patty Evans to accept the temporary logo with a more prominent star for the center of the logo. Motion passed. Sandy also suggested that we check out the Permit Tech Newsletter and Website and we discussed getting group t-shirts made. We would like to have these t-shirts available to purchase for the Permit Tech Institute to be held in April.

E. ICC Liaison – Irene Metheney and Sandy Liedtke discussed the Permit Tech Institute being offered April 28-30th. All are encouraged to participate. A minimum of 40 people must register in order to hold the class.

F. Treasurer's Report – Maureen Brady has accepted the newly created treasurer position. COCOA has given us a line item of \$1500.00 for such items like brochures, quarterly meeting supplies, items for the display board, promotional items.

Guest Speaker

Margie Badurina introduced our guest speaker, Kevin Moran, from Asebrook & Co.. Kevin reviewed definitions on the Ohio Building Code Chapter 2 with the focus being on those items on the Permit Technician Certification Exam.

Meeting was adjourned.