

Central Ohio Permit Technicians
Regular Quarterly Meeting
Thursday October 16, 2008

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

10:00 A.M. – City of Gahanna Hosted the meeting

Attending: (28)

Jeanne Amicon, Margie Badurina, Debbie Baxter-Daniel, Maureen Brady, Patty Evans, Wendy Fox, Ken Fultz, Robyn Harp, Pam Hickok, Birgit Hixon, Connie Hoblitzell, Sandy Liedtke, Barb Lotz, Diane Mays, Irene Metheney, Angie Perrine, Beverly Pitman, Jessica Reeves, Nell Rife, Mary Rinella, Mary Sampsel, Becky Smith, Pam Shaloo, Carmen Tatman, Teresa Veit, Tracee Ward, Sandy Whittington and Fredena Williams.

Margie Badurina, Chairman, opened the meeting and thanked the City of Gahanna for hosting this quarterly meeting.

New Business

Margie updated the group with the new business:

- ICC Ad Hoc Committee update: COPT was listed on the sponsor list for the Permit Tech booth at the ICC/ABM meeting. Also spoke on an opportunity to possible purchase of make t-shirts for fund raiser with saying “got Permit Techs?”
- Have Permit Tech job description that was by group for ICC, other business, jurisdictions to use.
- Asked anyone with any news worthy items regarding Permit Techs to forward to her ASAP as she was asked to submit a news article to COCOA for their newsletter.
- Upcoming COCOA Annual Business meeting and dinner November 18, 2008, please send in reservation and payment if planning on attending.
- Update group that presentations were given to BBS, FBOA and upcoming presentation at BOCONEO and Mary Sampsel to address in her report in more detail.

Mary Sampsel, Director at Large of COCOA, informed the group about the FBOA in meeting in Akron, to forward information about COPT to their about the Permit Technicians.

She also suggested that we start thinking about formal bylaws, including terms for the chairs/officers. She also took a vote on holding the present Chairs of each committee into place for the upcoming year to make the positions a 2 year commitment. If any present chairs were unable to serve for the upcoming year to contact her or Margie. The positions discussed and approved were: Margie Badurina, Chair; Sioux Cramer, Membership Chair; Robyn Harp, Education Chair; Wendy Fox, Code Consistency Chair; Linda Reigle and Sandy Liedtke, Public Relations Co-Chairs.

Mary shared with the group that the free ICC class that was original offered by COCOA has been used by COCOA. She also updated the group that COCOA has budgeted \$1500.00 for the Permit Tech group for the 2009 year. This brought up another subject, the need for a treasurer to work with COCOA for any funds to be distributed for the Permit Tech committee. Anyone interested in this position to please contact Mary or Margie.

Committee reports

A. Education

Robyn Harp, Committee Chair, informed the group that there will be a seminar at the Board of Building Standards on November 20. The fee is approximately \$30.00 per person and the presenter will be Bob Schutz and someone for the State of Ohio Ethic Committee. Registration will start at 9:00 a.m. the class will be from 10am until 2pm. Details and registration forms will be emailed. Robyn asked for help with the registration forms. Diane Mays Volunteered to help out.

Robyn shared with the group that a donation of the books used to take the Permit Tech exam administered by ICC is in place for the Permit Techs to establish a Lending Library and is for everyone to use. The only exception is no Permit Tech study workbook. Please see Robyn if you would need to borrow these resources. Robyn also stated there is an interest in possibly to set up another study group if anyone is interested, please let her know.

B. Code Consistency

Wendy Fox, Committee Chair, stated that they received 3 packets back from everyone from the last meeting. Wendy informed the group that they are going green and that most of the information is available on-line at each jurisdictions website. The Code Consistency recommends going to these websites for answers first and if the information you need isn't available to contact Wendy.

Wendy would also like to see out group get involved with FEMA.

C. Membership

Diane Mays, Committee member, introduced our 4 newest members, Jeanne Amicon from the City of Hilliard, Debbie Baxter-Daniel from the City of Columbus, Becky Smith from the City of Sandusky and Teresa Veit from the City of Upper Arlington.

Guest Speaker

Fredena Williams of the City of Gahanna introduced the guest speaker, Mrs. Sadicka White, Development Director for the City of Gahanna. Mrs. White spoke about the new Creekside project to revitalize Olde Gahanna. After the presentation, the group was given the opportunity, courtesy of the Building Department, to tour the Creekside project Mrs. White spoke about.

The next Quarterly meeting is scheduled for January 15, 2009 and details will be forwarded upon finalization.

With no new business being presented the Meeting was adjourned.