



Oregon Permit Technicians Association

2023 Education and Annual Business Meeting

Wednesday, November 1st – Friday, November 3rd

**In Partnership with
Chemeketa Building Inspection Technology
Program**

**Chemeketa Community College, Brooks Campus
4910 Brooklake Rd NE, Brooks, OR 97305**

Mission Statement

*“To develop a higher standard of professionalism in education, training
and unity among jurisdictions”.*



**OPTA is proud to be an ICC Preferred Provider.
ICC PP # 1370**



2023 Fall Education Conference and Annual Business Meeting

Wednesday, November 1st – Friday, November 3rd

In Partnership with Chemeketa Community College's Building Information Technology Program

Class Schedule

November 1st, 2nd, 3rd - The Complete Permit Technician (2-Day Course) AND includes the Annual Business Meeting

- \$600.00 OPTA Member Rate / \$650.00 Non-Member Rate

November 1st, 2nd, 3rd – Counter Intelligence! Strategies for the Front Line, Plan Review for Permit Techs AND includes the Annual Business Meeting

- \$600.00 OPTA Member Rate / \$650.00 Non-Member Rate

November 1st and 3rd – Counter Intelligence! Strategies for the Front Line AND includes the Annual Business Meeting

- \$350.00 OPTA Member Rate / \$400.00 Non-Member Rate

November 2nd and 3rd – Plan Review for Permit Techs AND includes the Annual Business Meeting

- \$350.00 OPTA Member Rate / \$400.00 Non-Member Rate

November 3rd, Annual Business Meeting, Round Tables, Permit Technician of the Year Award, and Guest Speakers

- \$100.00 OPTA Member Rate / \$150.00 Non-Member Rate

****Registration fees include breakfast, breaks, and lunch.**

Breakfast 7:30 – 8:30

Refreshment breaks are at 10:30 am and 2:30 pm. Lunch 12:00 – 1:00.

General Information

Schedule

Registration Desk opens at 7:30 am each day for registration and breakfast.

Class sessions run from 8:30 am -12:00 pm and 1:00 – 4:30 pm, with lunch from 12:00 – 1:00.

Registration Fees – 1 Day Class & ABM

\$350.00 per day OPTA Member Rate

\$400.00 per day Non-Member Rate

Registration Fees – 2 Day Class & ABM

\$600.00 per day OPTA Member Rate

\$650.00 per day Non-Member Rate

Contact us at info@oregonpermittechs.com with any special dietary needs.

Conference Location

Chemeketa Community College

Brooks Campus

4910 Brooklake Rd NE
Brooks, OR 97305

Lodging

Hampton Inn & Suites Salem

510 Hawthorne Ave SE

Salem, OR 97301

(503) 362-1300

2 Queen or King Room - \$159.00

Reserve under Group Code: OR Permit Technicians Assoc

Please book your rooms no later than 10/17/23 to receive the discounted rate.

Register online at:

www.oregonpermittechs.com

or

Contact us at info@oregonpermittechs.com

Mission Statement

“To develop a higher standard of professionalism in education, training and unity among jurisdictions.”

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2023 Fall Education Conference and Annual Business Meeting:

Wednesday, November 1st – Friday, November 3rd
In Partnership with Chemeketa Community College's Building Information Technology Program

Class Descriptions:

11/01/23 and 11/02/23 - The Complete Permit Technician with Steve Burger, C.B.O., LEED A.P. – 2 Day Class (1.20 CEUs)

This two-day course is intended to provide essential information in the areas of code administration and history, legal aspects, customer service, basic construction, inspection process, zoning requirements, permit fee calculations, basic occupancy and construction types, basic means of egress and dealing with difficult customers. The course is recommended for front counter personnel, other Building Department staff and those who may be interested in preparing for the ICC Permit Technician certification exam.

11/01/23 - Counter Intelligence! – Strategies for the Front Line with Mary Dickson (0.60 CEUs)

This class is designed to provide general construction/code knowledge along with understanding plan sets for the Permit Tech to be more confident at the counter with submittals and discussion with builders. Topics will include: construction types, occupancies, scales, construction materials, inspection terminology, and basic structural concepts. We will also discuss basic electrical, mechanical and plumbing requirements for projects. Students are required to bring the 2021 IRC and IBC.

Experience Level-Entry

11/02/2023 - Plan Review for Permit Technicians with Mary Dickson (0.60 CEUs)

This one-day class is designed to provide basic plan review experience for the Permit Tech who wants to perform reviews at the counter. Topics of discussion will include: basic blueprint reading, scales, construction and inspection terminology. Reviews will include gas pipe sizing, pools and spas, decks and patios, carport and garage conversions, and basic understanding of electrical, mechanical and plumbing. Students are reminded to bring the 2021 International Residential Code, a calculator, and architectural and engineering scales.

Experience Level-Entry- Intermediate

11/03/2023 - Annual Business Meeting, Round Table Discussions, ICC Guest Speaker, BCD Guest Speaker, Permit Technician of the Year and Elections (0.60 CEUs)

Annual Business Meeting presenting the state of our ICC Chapter. Awarding the Permit Technician of the Year that has been nominated by their peers. Round Table hot topic discussions. BCD guest speaker to discuss fees, the Oregon ePermitting System, and general topics. ICC Guest Speakers to give an update of the ICC and special award issuance for OPTA. Electing the next Board of Directors for 2024-2025.



OPTA 2023 Fall Education & ABM Conference Registration Form

Name: _____

Company: _____

Address: _____

City / State / Zip: _____

Telephone: _____

Email: _____

_____ November 1st, 2nd, and 3rd - The Complete Permit Technician (2-Day Course) with Steve Burger **AND** includes the Annual Business Meeting (ABM) for 1.80 total CEUs

- \$600.00 OPTA Member Rate / \$650.00 Non-Member Rate

_____ November 1st, 2nd, and 3rd – Counter Intelligence! Strategies for the Front Line, November 2nd – Plan Review for Permit Techs with Mary Dickson, **AND** includes the Annual Business Meeting (ABM) for 1.80 total CEUs

- \$600.00 OPTA Member Rate / \$650.00 Non-Member Rate

_____ November 1st and 3rd – Counter Intelligence! Strategies for the Front Line with Mary Dickson **AND** includes the Annual Business Meeting (ABM) for 1.20 total CEUs

- \$350.00 OPTA Member Rate / \$400.00 Non-Member Rate

_____ November 2nd and 3rd – Plan Review for Permit Techs with Mary Dickson **AND** includes the Annual Business Meeting (ABM) for 1.2 total CEUs

- \$350.00 OPTA Member Rate / \$400.00 Non-Member Rate

_____ November 3rd - Annual Business Meeting (ABM), Round Tables, Permit Technician of the Year Award, and Guest Speakers for 0.60 total CEUs

- \$100.00 OPTA Member Rate / \$150.00 Non-Member Rate

Registration fees include breakfast, breaks, and lunch

Contact us at info@oregonpermittechs.com with any special dietary needs.

Registration and Payment

Online – www.oregonpermittechs.com

Mail – PO Box 634, Springfield, OR 97477: Check or Purchase Order # _____

****IMPORTANT!** Please email your registration to info@oregonpermittechs.com and let us know if you are going to be mailing a check. Space is limited. Dress code is casual.

Want to help make positive impact for Permit Technicians in Oregon?

Join our Board!

Open positions for Director-At-Large and Committee Seats available. Focus your help by being on a Committee! We generally meet virtually through our WebEx account monthly with typically only 2 in person meetings a year. All voices matter and we encourage participation.

Scholarships are available!

Visit our website, www.oregonpermittechs.com, for instructions, application, and available scholarships.

*******Permit Tech of the Year!*******

We all know that there are amazing Permit Technicians in Oregon. Please nominate your employee, co-worker, or yourself for this award. You know they/you deserve it.