



Meeting Minutes – QBM

Date: May 25, 2022
Time: 12pm
Location: Virtual – WebEx Link
JOIN WEBEX MEETING
<https://iccsafe.webex.com/iccsafe/j.php?MTID=ma4cdedd1928f6b8dd0f10393cbdfc92a>
Meeting number (access code): 2591 541 1322 **Meeting password:** Gdd5EUVYf45

CALL TO ORDER:

President Linbarger called the virtual meeting to order at 12:02PM.

| Present: | Absent: | Special attendees present: |
|--------------------------------|--------------------------------|-------------------------------------|
| Michele Linbarger - President | Tiffany Bonin – Past President | Jim Sayers – ICC Board of Directors |
| Serena Locke – Vice President | | Shirley Ellis -ICC Board Liaison |
| Regan Trapp - Secretary | | Jose Roig - Texas |
| Cailin Tang – Member at Large | | |
| Paige Torres – Member at Large | | |
| Melany Klemmer-Member at Large | | |

Roll Call

Trapp took roll and the following were absent:

Bonin

Approval of Minutes

Locke/Torres m/s to approve minutes for meeting of May 6, 2022. Voice vote. Motion passed.

Treasurer's Report

Klemmer gave a brief recap of the report for the attendees. The quarterly report was approved at the BOD meeting on May 6, 2022. (See attachment A)

Committee Updates

Membership & Outreach

Trapp reported that membership is at 101 members as of 5/24/2022. We are still trying to get the City of Hillsboro Memberships figured out since those were the ones that were emailed to info@optaonline.org. Trapp is waiting for a resubmittal from City of Hillsboro to rectify the situation.

Building official membership letter went out on May 9, 2022, and we managed to get a handful of new memberships with that. In the future, those letters should go out at the end of December so that they will coincide with our renewals.

Social Media

Torres posting to both Facebook and LinkedIn and working hard to get our website updated.

Education

WSAPT to provide Blue Beam class June 7th – Registration continues

Locke reported that we have 16 people registered for this class so far with at least 2 more registrations waiting in the wings. The PayPal button for the class is not working so Linbarger will reach out to Bonin for help.

Permit Tech Nation

Planning is in the works for the PTN Booth at ICC ABM in Kentucky. PTN is looking for booth theme ideas and design ideas for shirts and pins.

Day of service for PTN – participants will be able to earn .6 CEU's

There are 84 registrants for the Permit Tech class taught by Steve Burger.

Region 2

2.R Shadow selection of Klemmer.

Region 2 Safety fundraiser shirt - [ICC Region II Safety 2.R Fundraiser | Bonfire](#)

Would like OPTA to purchase 10 shirts for fundraiser.

Locke/Klemmer m/s to approve the purchase of 10 shirts for the fundraiser. ALL AYES. Motion passed.

Klemmer to send out email to the board regarding shirt order.

Region 2 bylaws changing to 2-year terms.

All states in region 2 have submitted their Building Safety Month info.

Chemeketa CCICC

Linbarger reported that they are off until about August and will pickup meetings then.

Bylaws

Linbarger needs Bylaws to be updated with Bonin for the November ABM.

Swag Inventory

Torres shared what the pins would look like w/o the tag line. She is waiting for more artwork to come in.

Quote was - 250 Pins = \$670.00

Volunteer Day

July 30, 2022 – Rogue Valley H4H for Alameda Fire rebuild

Trapp to get further details on numbers and where the project is located. Planning and roles determined at next meeting.

No updates on the Southmayd build yet.

OPTA ABM

Chemeketa Center for Business and Industry: Does OPTA receive similar arrangements like at Winema?

- The contract was supposed to be sent to Locke, but she has not received it yet. She will reach out to them this week.

Hotel – The Grand Hotel, downtown Salem

Price for block of rooms – 25 rooms with deadline of Oct 3rd for booking. The Weds night was added for those that need to go early for setup.

Food

For conference days – Elegant Catering in Salem is like catering we have used in the past. [Elegantcatering.com](#)

For networking evening – Would like to use Taproot Lounge and Café

Linbarger encouraged board to take a look at the idea she has proposed.

Open Floor

City of Florence has a job opening and they would like us to send out an email regarding this. Torres to email out the notification to all members.

Jose Roig from Texas is running for the ICC Board of Directors and would like our support. He gave his background and things he's been working on.

ICC Liaison Update

Shirley Ellis gave her update to include:

- She is campaigning for Secretary and is sending her letter to all ICC Chapters.
- She would like to come to the OPTA ABM in November if her schedule allows.
- Ellis stressed the importance of Permit Techs. Every role is important! Find what moves you and motivates you!

Cut off date for support letters is the end of August but should shoot for end of July.

Jim Sayers gave his update to include:

- Permit Techs are the heartbeat of the department!
- Mentioned that he may be able to attend our ABM in November

ADJOURNMENT:

Next meeting is scheduled TBD

There being no other items to discuss, the meeting adjourned at 12:52 PM

Klemmer/Trapp m/s to adjourn. ALL AYES. Motion passed

Respectfully submitted by the Secretary of OPTA - Regan Trapp