



WASHINGTON STATE ASSOCIATION OF PERMIT TECHNICIANS

Spring 2011 Newsletter

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A MESSAGE FROM OUR PRESIDENT



Greetings to all of you from your newly elected President. My name is Jennifer Francis and I am thrilled to be part of the WSAPT Executive Board. I have been working in the permitting world for the last 18 years. I started off at the City of Auburn and worked there in the Building and Planning Department for 5 years, I had a quick 1 year stint at the City of Federal Way, moved on to spend 8 wonderful years at the City of Puyallup, and then was lucky enough to get a great job as the Permit Coordinator at the City of Bonney Lake which is exactly 3.8 miles away from my home, the commute is fantastic!

I joined WSAPT in the late 90's and loved the opportunity to network and meet amazing people who shared a common background of working in the permitting industry. Within a few years, I was moved to become more involved with WASPT and with the help of my close friend Julie Goldsmith, we became the co-chairs of the Peer Committee. I always thought of ourselves as the "Goody Girls", because we loved to give away those goodies. After a few years, Julie made the difficult choice of stepping down from the Co-Chair position and within a few months I had the wonderful pleasure of meeting another good friend April Shrader. We Co-Chaired the Peer Committee for several more years together until I felt it was time for me to step away from the position and allow some new ideas to be brought into the group.

Just to share a little bit about myself personally, I am the proud mother of an active 2 year old little boy, Sebastian. My absolutely phenomenal husband, Eric and I are celebrating our 19th anniversary this Fall. My passion for a great pair of shoes and a cute handbag have not deteriorated at all with the addition of a little one to our family, but instead of shopping at Jimmy Choos, I'm now on the lookout for a good deal any where I go. This has become my new hobby, finding the best deal possible for the lowest price out there. Which brings me to my next topic.....FREE Education.

After much pondering, discussion, planning, debating and justifying, I am ecstatic to announce that WSAPT will be offering a Day of Education for FREE to all members of WSAPT. This class will have a .6 CEU accreditation. The topics are the 2009 Energy Code and Building Positive Work Relationships / Staying Resilient in Stressful Times. These are topics that are near and dear to my heart, so I am hoping that you find them relevant as well.

My hope for my time as President is to provide members with low cost or free education opportunities, make some new friends, learn valuable information that will help me in my everyday decision making at my job, incorporate ideas from all members that are willing to contribute and have fun.

Please feel free to email or call me with ANY of your ideas, comments, questions, etc. I am looking forward to your feedback!

Hope to see you all on June 10th at our WSAPT Free Day of Education.

Sincerely,

Jen Francis



Let Us Know !

If you have earned your certification in the last year, please let us know! We would like to congratulate you!

Email your name along with the month and year you earned your certification to either [Heidi](#) or [Brenda](#) (click on their name to send email), and we'll get you acknowledged in the next newsletter!



An International Celebration of Safe and Sensible Structures



—INTERNATIONAL CODE COUNCIL FOUNDATION—

Did your jurisdiction do anything to commemorate Building Safety Month? If so, please click [here](#) to email Jen Francis and let her know!



MEMBER SUBMITTED ARTICLES

Attendance at the ICC 2010 Final Action Hearings

by~Marlei Brenna, WA State Dept. of Health

While networking over the few days I was in attendance, I was able to connect with other code officials from across the nation. Our conversations revolved around many topics of which a few really stand out.

One general topic of conversation seemed to bring itself about time and

time again, and that being the importance of good building codes as demonstrated by the outcomes in well publicized natural disasters around the world over the past year(s).

However, the most interesting topic revolved around the actual Code Development Process itself, or more specifically, the ability for members to contribute remotely when unable to attend meetings,

hearings, etc. The general feeling I got was that most were in support of making changes that brought the process into the more current world of remote/electronic participation. A special committee appointed by the ICC Board has been tasked with reviewing the code development process on this subject as well as items ranging from the schedule, to issues addressing

procedures and participation.

Another topic of conversation surrounded the new code standard: International Green Construction Code (IGCC). This new code standard, initiated in 2009, is ICC's new approach for safe and sustainable construction, focusing on new and existing commercial buildings addressing green building design and performance.

A Note From The Administration Committee

The Administration Committee would like to say "hi " and welcome anyone who would like to help out with our fun Committee.

We have been in the Administration Committee in previous years and have always had a great time. We took on the Committee again this past year as Co-Chairs due to others stepping down, and know we will enjoy it again.

We worked together for a few years in an office in 1980 prior to either of us being Permit Technicians. Times got tough and we both took other avenues. We met each other again many years later at a WSAPT seminar and we

are back working together but just in a different way! So with that bit of history, we would like to say *great things can happen when we get involved and work together* .So if anyone would like to help us out, we would love to have you!

Thanks, and hope to see you at the next seminar,

Nettie and Patty
"The Party Girls"



Think education
Trainings in Spring and Autumn
Edification

By
Kari Cimmer
Education Committee



MEMBERSHIP COMMITTEE

WSAPT is organized to:

- Support, organize and participate in educational seminars and training programs relating to practices, procedures, administration and enforcement of permitting activities and building codes
- Advance the standardization of this profession within the jurisdictions engaged in building, land use and development regulations
- Promote the value and professional recognition of Permit Technicians
- Encourage the application of distinctive knowledge and skills of Permit Technicians for the benefit of the community
- Promote the attainment of ICC Certification for Permit Technicians Support the goals and objectives of the International Code Council

If you have co-worker(s) who are not members or know peers from other jurisdictions, please share the benefits of this great organization. Membership applications can be downloaded from our website at **wsapt.org** (the application is on the left hand side of the home page).



MEMBER SUBMITTED ARTICLES

Getting Involved Is Not That Hard

~by Amy Donlan

I've been a member of WSAPT since 2004. I dutifully went to education conferences and networked with other permit technicians when I had the chance. A few years ago I took a new job in Black Diamond as the Permit Center Supervisor and realized that I really needed this organization. When I started at Black Diamond there was no electronic permitting system, some of the procedures and submittal requirements had not been updated in since the mid 90s. We were in a time warp and I was overwhelmed on what to tackle first. Let me tell you, I called in all kinds of favors. I sent emails to almost every permit tech I'd ever met asking how they set up a certain permit process, what software they use, asking if I could plagiarize their forms. I used my connections through WSAPT, MyBuildingPermit.com, the South Sound Permit Supervisors Group and my previous co-workers at Issaquah to avoid recreating the wheel because these organizations have done their homework and tested the processes. Being a part of these groups enabled me to be more successful at my job.

Last year I really felt a desire to get more involved and give back where I could because I had gained so much from my interaction with these organizations. I want to help WSAPT grow and stay viable and beneficial as an organization. As a non-profit volunteer organization WSAPT can only

exist if people step up and become involved. The time commitment exists but it isn't forever and it isn't unreasonable.

Over the last few years our economy has taken a hit, training budgets have been slashed, and WSAPT has shrunk due to these factors. Some of us have been stretched so much that we can't contemplate volunteering for one more thing because there just doesn't seem to be enough time in the day. Knowing all those issues, I still want to encourage you to get involved with WSAPT through a committee chair or even an officer position. I'm not going to lie and say it doesn't take time, because it does. However, there are lots of different positions and you just might have the skill set to really shine.

I was elected to the Recorder/Secretary position last fall, but also have been performing the duties of the Treasurer in 2011 as Win Slota had to resign. One of these positions will need to be filled at the Fall Conference along with another officer position and some committee chair positions. I hope that you would consider volunteering and helping to keep our organization strong. Instead of saying somebody has to do it I would like to think somebody gets to do it. Be a Leader, Get Involved.

Disaster Training Opportunity (ATC 20/45)

On **Wednesday, May 25th** at Bellevue City Hall, and **Thursday May 26th** at Sammamish City Hall, the [eCityGov Alliance](#) through [MyBuildingPermit.com](#) is hosting a 6-hour training session on post-disaster building safety evaluation procedures (ATC-20/45) to help you develop the necessary skills to properly assess damaged buildings for occupancy following a major disaster. The class will be taught by Dave Swanson, a structural engineer and adjunct professor in the Department of Engineering at the University of Washington. You will learn current methods for performing post-disaster safety evaluations of buildings and structures. Building safety evaluation triage exercises based on real-life examples of earthquakes, tsunami, and wind-damaged buildings from significant disasters in the United States, Japan, Taiwan, China, Haiti, Chile and including the most recent one in New Zealand.

Seats are limited. Online registration is required. To register, please click [here](#). Please do not hesitate to call us at 425-452-4626 if you have questions or need additional information.

Thank you,

~The Training Committee

Training June 10th!

WSAPT 2011 Summer Training Seminar

Name	
Title	
Jurisdiction	
Address	
City	
Phone	
Email	

WSAPT member since: _____	Are you a certified member? Yes <input type="checkbox"/> No <input type="checkbox"/>
First time attendee? Yes <input type="checkbox"/> No <input type="checkbox"/>	

If you have special accessibility needs, please contact Administration Committee Co-Chairs [Patty McGallian](#) or [Nettie Wagner](#).

The Seminar is **FREE TO ALL WSAPT MEMBERS!**

Registration Form is due by **Friday, May 20, 2011**

Please mail, fax, or email the registration form to:

Amy Donlan
 Permit Center Supervisor
 City of Black Diamond
 PO Box 599
 Black Diamond, Washington 98010
 Fax: 360-886-2592
ADonlan@ci.blackdiamond.wa.us

For further information as to location, class content, lodging, etc...Click <http://www.wsapt.org/img/news/120.pdf>



Washington State Association of Permit Technicians

WSAPT MEMBER OF THE YEAR NOMINATION FORM

In order to be nominated for this award a member must be a WSAPT member in good standing, which means that his/her dues are current and paid at least 30 days prior to the election.

- Nominations may be received from any **two** of the following:
 - A direct supervisor of the nominee
 - A department head or Building Official from the members jurisdiction
 - Any jurisdiction within Washington State
 - Home Builders Association or other type of related association
 - Any ICC chapter member
 - Employee of ICC
- Award Date: Fall WSAPT Conference
- Award Received:
 - A certificate/plaque/award/gift of recognition
 - Complimentary registration for a WSAPT conference the following year

Nominee:								
Jurisdiction/Agency:								
Title:								
Mailing Address:								
City:				State:			Zip:	
Phone:	()		Extension:			Fax:	()	
Email:								
Nominated by:								
Jurisdiction/Agency:								
Title:								
Mailing Address:								
City:				State:			Zip:	
Phone:	()		Extension			Fax:	()	
Email:								

NOMINEE'S ACCOMPLISHMENTS: required (Please attach separate sheet(s))

This is an excellent way of expressing appreciation to a WSAPT member who has shown outstanding service within his/her jurisdiction, WSAPT, community and other venues that promote public safety and customer service.

Send nominations to: WSAPT Scholarship/Awards Committee
 Ellena Hazen, c/o City of Yakima
 129 N. 2nd Street
 Yakima, WA 98901
 Phone: (509) 576-6650 Fax: (509)576-6576
ehazen@ci.yakima.wa.us





*Washington State
Association of Permit Technicians*

**PAULA K. STRUTZEL
MEMORIAL SCHOLARSHIP**



The Paula K. Strutzel Memorial Scholarship was established to honor the memory of our Past President, Paula, who was a single mother and a champion of education. She always stressed “to never stop reading and learning”. Paula was not only known for her activism with the association, but as a leader that inspired us all.

The Washington State Association of Permit Technicians offers a monetary scholarship to an individual applicant who meets the following qualifications and criteria of such scholarship. The scholarship is available to WSAPT members in good standing, children of such members, and members of ICC Chapters within the State of Washington. Such applicants shall be enrolled in an accredited course in one of the following fields of study: Construction Management, Building or Fire Code Administration, Planning or Land Use, Business Administration, or a related technical field. Applications received must demonstrate a grade point average of 3.0 or better and meet the course enrollment career field(s) as stated above. First consideration shall be given to WSAPT members in good standing, second consideration shall be given to children of WSAPT members in good standing and third consideration shall be given to members of ICC Chapters within the State of Washington and their children. The scholarship will be awarded in the amount of \$ 250.00 per year.

In addition to the educational scholarship, two (2) ICC Permit Technician Certification fees will be awarded members in good standing who are not reimbursed for the cost of the examination. To be awarded the reimbursement, the member shall successfully pass the certification exam and if employed by a jurisdiction, submit a letter from the jurisdiction’s Building Official stating that they do not reimburse the employee for the cost of the exam.

NAME: _____

ADDRESS: _____

SCHOOL YOU PLAN TO ATTEND: _____

COURSE OR PROGRAM: _____

GPA (attach transcript): _____

Please submit the following:

- Resume (work or school)
- 500 word essay including long and short term goals, past accomplishments, volunteer or community activities, special memberships and any involvement with existing building safety organizations.
- Transcript (grade/courses)
- Letters of recommendations (minimum of one character and one professional reference)

Return to:

WSAPT Scholarship/Awards Committee
Ellena Hazen/ City of Yakima
 129 N 2nd Street
 Yakima, WA 98901
ehazen@ci.yakima.wa.us
 Ph (509)576-6650 / Fax (509)576-6576

Complete nomination packets are
Due by: July 1, 2011

Resource Contact List

- ◆ State of Washington Home Page www.access.wa.gov
- ◆ State Fire Protection Bureau <http://www.wsp.wa.gov/fire/firemars.htm>
- ◆ Underground Tank Clean-up <http://www.ecy.wa.gov/programs/tcp/ust-lust/tanks.html>
- ◆ Washington State Emergency Management Division: <http://www.emd.wa.gov/>
- ◆ Washington State Department of Ecology (jobs, law, rules, permit assistance, SEPA, Environmental Education, GIS Training) <http://www.ecy.wa.gov/ecyhome.html>
- ◆ Washington State Department of Fish & Wildlife (hunting, fishing, licensing, education, enforcement) <http://wdfw.wa.gov/>
- ◆ Department of Labor and Industries - Contractor Licensing <https://fortress.wa.gov/lni/bbip/>
- ◆ International Code Council (ICC) www.iccsafe.org/
Certification: 1-888-ICC-SAFE (422-7233), ext. 5524 certexam@iccsafe.org

- (ICC –Continued)
Membership: 1-888-ICC-SAFE (422-7233), ext. 33804 members@iccsafe.org
Washington Field Office
2122 112th Avenue NE, Suite B100
Bellevue, WA 98004
1-888-ICC-SAFE (422-7233), ext. 7603
- ◆ On-line Education: <http://www.icccampus.org/>
- ◆ Washington Association of Building Officials www.wabo.org
- ◆ WSAPT Website <http://www.wsapt.org>
- ◆ Washington State University Energy Program (residential energy code compliance resource) <http://www.energy.wsu.edu/code/>
- ◆ Index to Washington State Agencies <http://access.wa.gov/agency/agency.aspx>
- ◆ Municipal Research Services Center of Washington: <http://www.mrsc.org/>
- ◆ NREC compliance forms: <http://www.neec.net/energy-codes>

Opportunities for you

A note from the Newsletter Committee:

You, the members of WSAPT are important. Not only to the jurisdiction that you belong to, but to the association as a whole. Your thoughts and ideas are important to us!

We need to know what is going on in the permit field outside of our own area. Let us know, so we can share it here, in the next newsletter. If you have questions that you want to put before the membership, send them in, and we'll publish those as well. We welcome and encourage your input—we can't do this without you!

Thanks,
Heidi Napolitano & Brenda Reifsnnyder



Want to get more involved?

There are several committees that are either vacant, or could just use help!

If you have just a few minutes to spare, you could really make a difference!



"Spring is when you feel like whistling even with a shoe full of slush."

~Doug Larson (1902-1981)

(English middle-distance runner who won gold medals at the 1924 Olympic Games in Paris.)

