



# Texas Association of Permit Technicians Chapter Business Meeting Minutes

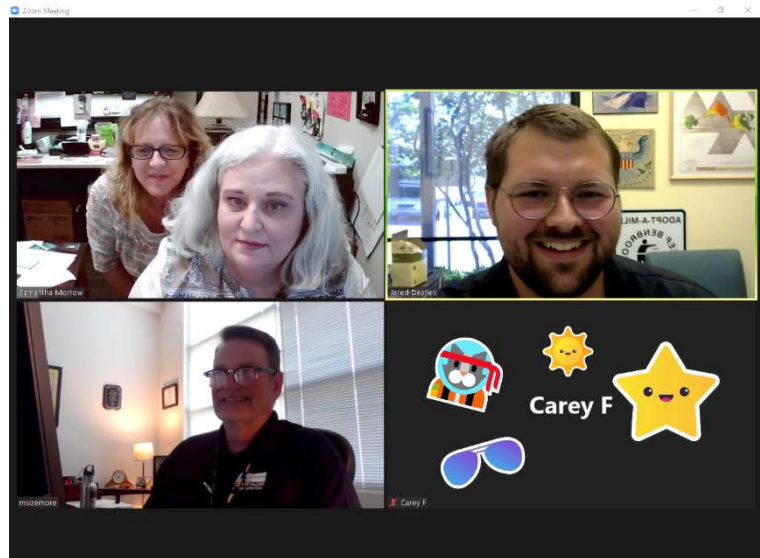
**Date:** Wednesday, May 11, 2022

**Time:** 12:00 pm-1:00 pm

**Location:** ZOOM

**Attendance:**

Jill Stone, City of Garland  
Michael Sizemore, City of Allen  
Jared DeVries, City of Benbrook  
Carey Frazier, City of Frisco  
Samantha Morrow, City of Garland



**Old Business**

- Meeting was called to order at 12:08pm. The Pledge of Allegiance was led by Jared DeVries.
- Motion was made by Carey to accept to approve the January 2022 Minutes and seconded by Samantha. All in favor and motion carried.
- Jared gave a report on the finances, saying that the Bank of America Account (8971) has \$590.25 and the Paypal account has a balance of \$694.61. Motion was made by Carey to accept the finance report. It was seconded by Samantha and all voted in favor, motion carried.
- PTN hosted a 5 part "The Complete Permit Technician" series.

**New Business Discussion:**

- ICC: May was Building Safety Month.
- State-wide Chaptership discussion: 11 members and 15 governmental members away from state organization eligibility.
- Pin Center: 100 pins at \$1.95 each + \$85 die for set up fee and shipping to be purchased for the organization. Motion was made to purchase the pins by Samantha and seconded by Jill, all voted in favor, motion carried.
- Website Discussion: We discussed that the website that we have fits our organization for what we want it to do.
- Survey/Poll: We had a discussion on what ought to be included on a poll for types of education and trainings.
- Membership: We have had 12 new renewals since 1/26/22 and are currently at 35 active members
- Next meeting date: October 12th, 2022
- Meeting was adjourned at 12:42 pm.

**Texas Association of Permit Technician Chapter Officers**

Jared DeVries - President: [jdevries@benbrook-tx.gov](mailto:jdevries@benbrook-tx.gov)

Jill Stone - Vice-President: [jstone@garlandtx.gov](mailto:jstone@garlandtx.gov)

Samantha Morrow - Treasurer: [smorrow@garlandtx.gov](mailto:smorrow@garlandtx.gov)

Simone Vine - Recorder: [svine@fairviewtexas.org](mailto:svine@fairviewtexas.org)