

TECH TALK NEWSLETTER

October 2008



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FROM THE PRESIDENT'S DESK



The Importance of Permit Technicians

"I will not follow where the path may lead, but I will go where there is no path, and I will leave a trail." - Muriel Strode

The permit technician classification is a valuable and unique position generally described as a support position for technical staff with a governmental jurisdiction. These positions, while members of the ICC family of certified groups have a special need for specific training, networking and support from other permit technicians within their local jurisdiction, state and existing permit technician chapters from around the nation.

Like any other building department employee, if professionalism is to be encouraged, permit technicians need the opportunity to grow. What building official does not want his or her staff to be respected by the public and elected officials?

The CAPT organization promotes and supports the ideals of the ICC by holding informational meetings. Meeting agendas include topics specifically designed to educate participants on the ICC Codes. We strive to develop professional skills and strongly encourage certification through ICC.

What better way to become involved in the "inner workings" of CAPT – than to join the CAPT Board? We currently have an opening for a board member – and would certainly love to hear from you!!!! The board meets approximately six times a year and attends the CAPT meetings held approximately four times per year. There are also volunteer opportunities available at the annual educational institute held every March – and what fun it is to participate in the Building Safety Week events such as The Energy Hog Traveling Road Show.

I really feel that we are only as strong as our members are involved. Every one of us contributes to the success of the Chapter and to the success of its members.

Give it some thought and if you would like to volunteer to be on the board or a committee – please fill out the form attached with this newsletter. If you have any questions or would like further information – please contact me or one of the other board members. We would be more than happy to help you out!!!

Ann Freiberg

Mark Your Calendar

WEDNESDAY,
NOVEMBER 19, 2008
8 AM TO 4 PM
CITY OF WESTMINSTER
CITY HALL
4800 W 92ND AVE
WESTMINSTER CO

2008 Annual Business Meeting and Election of Officers

AGENDA

Construction Vocabulary

*Presented by
Glenn Mathewson
City of Westminster
Building Inspector*

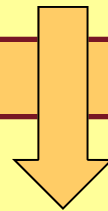
Learn common construction terms in their applicable context, not just as definitions. Topics to include in-the-field jargon, "proper" terms and ICC defined terms, related to foundations, wood framing, electrical, mechanical, plumbing, energy conservation, masonry, exterior and interior finishes, roofing, equipment and tools.

Objectives: Upon completion of this course you will:

- See visual examples of many construction terms in their application.*
- Have a broader understanding of field jargon.*
- Understand the importance and implications of terms defined by the International Code Council.*

Followed by annual business meeting, luncheon and election of officers.

Don't forget to RSVP



Darla Brooks
CAPT Program Chair
720-874-6609 or
dbrooks@co.arapahoe.co.us

Registration Fee: \$35.00 cash or check payable to CAPT at the door. (Registration Fee includes Breakfast, Breaks, Lunch, Instructional Materials and is Non-refundable)

*Creativity is allowing yourself to make mistakes,
art is knowing which ones to keep.*

TALK OF THE TRADE

WEEKLY WELLNESS TIP: STRIKING THE BEST WORK-LIFE

BALANCE — IT ISN'T EASY TO JUGGLE THE DEMANDS OF CAREER AND PERSONAL LIFE. FOR MOST PEOPLE, IT'S AN ONGOING CHALLENGE TO REDUCE STRESS AND MAINTAIN HARMONY IN KEY AREAS OF THEIR LIFE. HERE ARE SOME IDEAS TO HELP YOU FIND THE BALANCE THAT'S BEST FOR YOU:



- 1) **Keep a log.** Track everything you do for one week. Include work-related and non-work-related activities. Decide what's necessary and satisfies you the most. Cut or delegate activities you don't enjoy, don't have time for or do only out of guilt. If you don't have the authority to make certain decisions, talk to your supervisor;
- 2) **Take advantage of your options.** Find out if your employer offers flex hours, a compressed work week, job-sharing or telecommuting for your role. The flexibility may alleviate some of your stress and free up some time;
- 3) **Manage your time.** Organize household tasks efficiently. Doing one or two loads of laundry every day rather than saving it all for your day off, and running errands in batches rather than going back and forth several times are good places to begin. A weekly family calendar of important dates and a daily list of to-dos will help you avoid deadline panic. If your employer offers a course in time management, sign up for it;
- 4) **Communicate clearly.** Limit time-consuming misunderstandings by communicating clearly and listening carefully. Take notes if it helps;
- 5) **Fight the guilt.** Remember, having a family and a job is okay — for both men and women;
- 6) **Nurture yourself.** Set aside time each day for an activity that you enjoy, such as walking, working out or listening to music. Unwind after a hectic workday by reading, practicing yoga or taking a bath or shower;
- 7) **Protect your day off.** Try to schedule some of your routine chores on workdays so that your days off are more relaxing;
- 8) **Get enough sleep.** There's nothing as stressful and potentially dangerous as working when you're sleep-deprived. Not only is your productivity affected, but you can also make costly mistakes. You may then have to work even more hours to make up for these mistakes;
- 9) **Bolster your support system.** Give yourself the gift of a trusted friend or co-worker to talk with during times of stress or hardship. If you're part of a religious community, take advantage of the support your religious leader can provide. Ensure you have trusted friends and relatives who can assist you when you need to work overtime or travel for your job; and
- 10) **Seek professional help.** Everyone needs help from time to time. If your life feels too chaotic to manage and you're spinning your wheels worrying about it, talk with a professional such as your doctor, a psychologist or a counselor recommended by your employee assistance program (EAP).

Congratulations

Congratulations to **Karen Struss**, City of Greenwood Village, and **Jennifer Espinosa** with SAFEbuilt Colorado Inc. on passing your Permit Technician certification test.

If you have recently passed an exam or have a milestone you would like to share let us know. We would like to acknowledge your success. Contact: lcarpent@jeffco.us



QUESTION CORNER

I'm hoping I can request information regarding fees in various jurisdictions. We are looking at revising ours for annexations, subdivisions, preliminary plats, final plats, replats, permitted use by special review, variances, rezones, excavation permits etc.

If any fellow Permit Technicians can email jscott@cc.alamosa.co.us or fax (719 586-3640) fee schedules in their areas, I would appreciate it. Happy autumn. Thanks so much, Julie Scott

Exercise for the TV Generation

by Michael Perko, PhD

Americans favorite leisure time activity is watching TV, yet at the same time we are obsessed with talking and thinking about exercise. Can the two co-exist – of course!

According to the Surgeon General, exercise can be very effective when broken into 10-15 minute chunks throughout the day if you are stressed for time. What else is broken up into 10 minute blocks of time? TV shows! So no more excuses all you couch potatoes, sit down and enjoy the following TV workout ideas.

- Treadmill/exercise workout – walk or pedal during your favorite shows.
- Circuit train during commercials – alternate push-ups, crunches, wall sits, jumping jacks, or any other exercise during each commercial break.
- Keep dumbbells or resistance bands on hand – curl, press, or pull during commercials.
- Use the furniture for something other than sitting – prop your feet on the couch or chair for added resistance during pushups. Try some triceps' dips using the front of the chair or couch.
- Stretching and yoga positions can be done while watching as well.

If you are truly a couch potato, heed the following – Check with your doctor before starting any physical activity, especially if you: are over 35, have been inactive for a long period of time, smoke or have any kind of a medical condition.

Even if you are fit, remember:

If something hurts any part of your body, STOP. You may need to adjust your form to eliminate the problem. If that doesn't work, try a different exercise. Do all exercises in a slow, controlled fashion.

We're on the Web

www.cocapt.com

PERMIT TECH SPOTLIGHT



The Permit Tech Spotlight, this issue, is a tribute to all the CAPT members, past, present and future who have or will share in the vision of CAPT.

From a small steering committee to 131 members and over 100 Certified Permit Technicians in the State of Colorado, CAPT continues to make its mark as a strong and growing Chapter of the International Code Council.

Job Well Done!



**July 23, 2008
CAPT
10 Year Anniversary
Celebration**



Ann Freiberg
CAPT
President

Becky Baker
presents Ann with a
framed original of the
letter received from
Governor Ritter
congratulating CAPT
on ten-years.



See Governor's Letter at
www.cocapt.com

Gerry George
International
Code
Council



Mike Armstrong
International
Code
Council



Steve Byer
President
Colorado
Chapter of the
ICC



CAPT 10 Year Anniversary Celebration



CAPT MEMBER NEWS!

My name is Tarja Koistila and I'm a Permit Technician in the City of Papillion, Nebraska. I have been a member of CAPT for close to 3 years and the more I have learned about this organization, the more interested I have become in starting a chapter in Nebraska. Luckily I'm not the only one!



A group of individuals here in Nebraska have created an unofficial Committee for our unofficially named "chapter" Nebraska Permit Technicians, NEPT. Included are myself, Alicia Myers - Sarpy County, Teri Salmen - City of Hastings, Joannette Zach - City of Gretna and Donna Lynam also with City of Gretna. Donna is on the Board with Nebraska Chapter of Building Officials and Inspectors, NCBO&I. We are "piggy backing" off of NCBO&I until we can stand on our own feet.

Our first get together was at the end of last year when we met in Hastings. Teri had organized this and had an ICC trainer come in for a one day seminar. The turn out was great and was a promising sign of greater things to come.

After the Holidays we started to discuss the start of our Chapter in more detail and created our Committee. We held a "Who's interested in getting a Chapter started" luncheon in April of this year with an attendance of 20. This was a great success, again!

Shortly after this we had a Committee meeting about hosting another seminar. I had brought up Marlene Manzanares and the interest was there to have her fly in and teach her class. Plans were made and the date was set for September 10th to be held in Lincoln.

Marlene taught her class "The Professional Permit Technician". This was very well received. The part of her teaching found to create the most interaction was when she talked about starting a chapter. This is exactly the kind of response we wanted. We feel very fortunate to have had a member of CAPT come and teach us Nebraskans about being a Professional Permit Technician.





Colorado Chapter of the ICC Meeting Announcement

Date: October 24, 2008
Location: City & County of Denver

Visit: www.coloradochaptericc.org for meeting agenda, map and information.

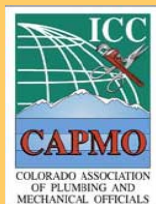


ICC CONTACTS

1-888-ICC-SAFE (422-7233)
Web address: www.iccsafe.org

International Code Campus:
www.icccampus.org

eNews - The International Code Council's award winning electronic newsletter, distributed monthly, keeps members and interested parties up to date with International Code Council programs and relevant industry activities. Read the current issue at www.iccsafe.org/news



Colorado Association of Plumbing and Mechanical Officials

Sam Dardano
President
(303) 441-4283

dardanos@ci.boulder.co.us

Next meeting Thursday November 20, 2008
Jefferson County



Fire Marshal's Association of Colorado

Rob Geislinger
President
720-274-3704

rgeislinger@parkerfire.org
www.co-fmac.org

SILENT AUCTION FUND RAISER NEWS!









A huge thank you to CAPT Director, **Nicole Montgomery**, for purchasing all the food from Costco with the donations from the 10 year anniversary celebration silent auction fund raiser.

Nicole not only picked up all the food but delivered it to The Food Bank of The Rockies. With donations totaling \$514 Nicole was able to purchase 397 pounds of food.



**THANK
YOU**

CAPT LIBRARY

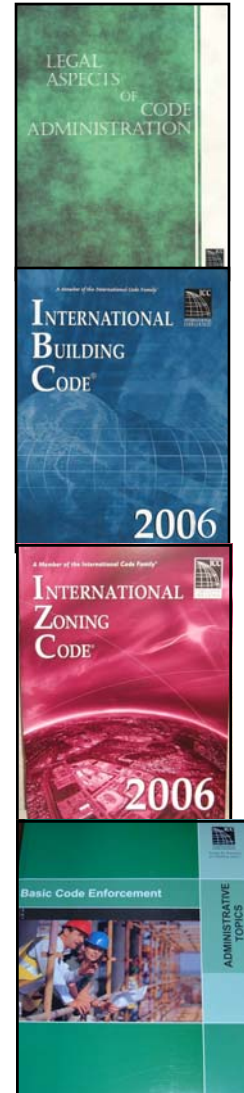
-  2006 International Building Code
-  2006 International Zoning Code
-  2002 Legal Aspects of Code Administration
-  2002 Legal Aspects Workbook
-  Basic Code Enforcement
-  VHS Video/World Trade Center: A Modern Marvel (1973-2001)
-  VHS Video/The Quiet Heroes
-  DVD People Helping People



Study Materials available for checkout to CAPT members.

Contact::

Leslie Carpenter at lcarpent@jeffco.us or 303-271-8287 if you would like to check out materials from the library.



How to Become a Certified Permit Technician

Books needed for the test

2006 IBC (chapters 1-3, 6, 12 and 34)
 2006 IZC
 2002 Legal Aspects
 Basic Code Enforcement 8th printing

Additional Study Material

2006 Permit Technician Study Companion
 ICC Campus Online Course

Exam Details and Fees

\$180.00 computerized
 60 multiple-choice questions—
 Open Book—2 hour limit
 General Administration 39%
 Legal Aspects 22%
 Plans and Documents 25%
 Zoning and Site Development 14%

Number to call to schedule an exam
 1-800-275-8301

<http://www.iccsafe.org/certification>