



ARIZONA PERMIT TECHS MINUTES

"Promoting Communication and Uniformity"

September 12, 2019

Board Members and Contact Information

Chair:

Tabby Villaverde

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Patti Schechter

Brown & Associates

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Treasurer:

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Member:

Ella Ochoa

City of El Mirage

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Member:

Eilise Fisher

City of Flagstaff

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MISSION

**To represent the
interest of the Building
Departments, promote
professionalism and
share information with
Building Departments
and Professional
Organizations across
the State of Arizona**

Arizona Permit Techs
is a Committee of AZBO
(Arizona Building Officials)



Date: Thursday September 12, 2019

Time: 10:00 am – 12:00 pm

Place: City of Litchfield Park
2014 W. Wigwam Blvd.
Litchfield Park, AZ 85340

Attendance: (24 including presenter and guests)

Tabby Villaverde, Town of Gilbert

Patti Schechter, Brown & Associates

Jill Austin, City of Peoria

Angie Coscia, City of Goodyear

Tonya Glass, SRPMIC

Janice Villaverde, Town of Gilbert

Sarah Tillson, Peoria Fire-Medical

Sandra Vasquez, Willdan

Roxanne Jasman, Camp Verde

Cynthia Valencia, Pinal County

Steve Burger, Shums Coda

Victoria St. Clair, City of Flagstaff (t)

Ella Ochoa, City of El Mirage

Stephanie Johnson, Yavapai County (t)

Stacey Frederico, City of Litchfield

Kristi Brann, City of Goodyear

Maitland Hassard, City of Tolleson

Sandy Gutzman, Town of Gilbert

Cynthia Vasquez, Willdan

Laura Roche, Camp Verde

Lupe Macaluso, Pinal County

Jewel Waters, SRPMIC

Nick Blain, City of Flagstaff (t)

MEET 'N GREET

Meeting began at: 10:00 a.m.

Self-Introductions and Welcome by: Tabby Villaverde

Featured Topic: **Hoarding and the I-Codes**

We welcomed and thanked our host, Mary Dickson, Chief Building Official, City of Litchfield Park. Mary provided a presentation regarding hoarding and how it is applicable within the I-Codes. Mary thanked the City of El Mirage for some of the photos she used in the presentation. The presentation began with history of one of the first hoarding cases: the story of the Collyer brothers in New York City. Mary explained the definition of hoarding (collecting things of little or no value), what is NOT hoarding (collecting items of value such as comic books, stamps, etc.) and how to recognize hoarding even in businesses (paper and electronic hoarding). She also talked about how The Building, Code Enforcement and Fire Department work together regarding hoarding situations. Mary also identified squalor and animal hoarding. We discussed some of the assessment tools available online for assisting in making determinations regarding dangerous or unsafe structures and the level of hoarding. She went into different factors that play a part in hoarding such as a person's mental state or mental health and traumatic experiences. Mary explained that not only do you have to take into consideration safety measures while dealing with these cases, but you must be sensitive to the hoarder's situation and mind frame as well. One point that was stressed for any hoarding situation is to document, document, document! Documentation and timelines are very important when it comes to the legal aspects of dealing with hoarding.

Thank you Mary Dickson for the informative presentation and the City of Litchfield Park for providing meeting space.

Thank you AZBO for providing beverages and snacks.



Business Meeting

Door prize drawing was conducted, congratulations to Sandra Vasquez from Willdan for winning an AZPT logo item.

We welcomed Eilise Fisher from City of Flagstaff as the newest member of the AZPT Board. Patti announced that she has arranged and needs volunteers for the Special Olympics Aquatic Event in Goodyear on Saturday, October 26th from 7:30 a.m. to 11:45 a.m.

Tabby requested that if anyone has ideas for meeting topics to please share with the Board.

Upcoming Events

AZBO Fall Education Institute October 7 through 11, 2019 at Hilton Phoenix/Mesa.

Special Olympics Aquatic Event, Saturday October 26, 2019 in Goodyear.

Next Meeting

The next meeting will be held in December, dates and times are still to be determined. The topic is likely to be Inspections via Drone. Watch for the Agenda to be distributed.

As a reminder, our meetings are not just for Permit Techs (or like job titles/responsibilities) anyone is welcome & encouraged to attend. If space is limited, priority will be given to Permit Techs.

This is **our** organization and it will only succeed with **your** participation.

Membership

- We'd like to remind everyone that in order to be considered a "member" of AZBO, and/or the Permit Tech Committee: you must be a member of one of the following Chapters;
 - *Central Arizona Chapter
 - *Southern Arizona Chapter
 - *Grand Canyon Chapter
- If you have any questions, please inquire with any of the Board members.

Job Postings

- Visit AZBO's website at <https://www.azbo.us/JobOps.html>

AZPT/AZBO Logo Items

- Logo items can be purchased anytime via Café Press:
<https://www.cafepress.com/azbo>. Items will be delivered to your doorstep!

Meeting Adjourned at 12:00 p.m.

*Please share these Minutes with your co-workers. If anyone would like to be part of this Committee please contact us with their email address.
Your ideas and participation are greatly appreciated! Please feel free to contact any board members with any suggestions.*

Submitted by: Stephanie Johnson/PS

