



So, You Want to be a Building Official?

This class is designed for any Building Department employee who would like more information on just what it takes to be a successful Building Official OR Manager/Supervisor. The class will discuss basic decision-making, legal and ethical topics, customer service, image of the Building Department and its employees, political issues, professional development, dealing with the media, adopting codes and fees, staffing and budgeting. The discussion will be kept at a level that can be understood by all attendees and will encourage an abundance of input and discussion. **Who should attend: Building Officials, Plans Examiners, Building Inspectors, Permit Technicians, Code Enforcement Officers or Department Directors.**

Course Objectives

Upon completion of this seminar, participants will be better able to:

1. Understand the role of the Building Official
2. Navigate through political issues
3. Determine staffing needs
4. Understand the basic budget process
5. Understand management styles
6. Dealing with disciplinary issues
7. Determine the image of the Building Official
8. Understand basic legal and ethics principles
9. Prepare to adopt a new code and fees
10. Basic customer service
11. Understand how to deal with the media

Instructor:

Steve has been in the code industry since 1972 and is certified in the following areas: Certified Building Official, LEED A.P., Certified Building Code Official, Permit Technician, Code Specialist, Plans Examiner, Building Inspector, Mechanical Inspector, Electrical Inspector, Accessibility/Usability Specialist, One-and two-family Electrical Inspector and Fire Inspector II. He also has served on the following ICBO/ICC Committees: Permit Technician Exam Committee, Education Committee, Certification Committee and the Legacy Codes Exam Committee as well as the Arizona Building Officials (AZBO) Education Committee and Legislative Committee. In 1999 he was elected President of the Arizona Chapter and Chairman of the Arizona Building Officials.

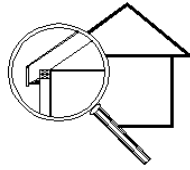
Steve was named AZBO Building Official of the Year in 2000, 2002, 2003 and 2005. He was a member of the California Building Officials (CALBO), 2017 Education Chair and Board Member for the Sacramento Valley Association of Building Officials (SVABO) and represented California Building Officials as Chairperson on the State of California Building and Fire Advisory Committee. In 2016 he was awarded the ICC Educator of the Year Award. Steve has taught Permit Technician educational classes since 1998 in Arizona, California, Colorado, Washington, Oregon, Idaho, Iowa, New Hampshire, Utah, Kansas, Rhode Island, Connecticut, Minnesota and Nevada.

Steve authored the original ICC "Permit Technician Study Companion", updated "The Public Counter" (Chapter 12) in the revised ICC "Building Department Administration" book, and updated the ICC "You Can Build It!" and "Basic Code Enforcement" reference books as well as multiple articles and webinars for the International Code Council.

President	Vice President	Treasurer/Membership	Secretary	Immediate Past President	Board of Directors	
Amber Clark Johnson County, KS amber.clark@jocogov.org	Michael Rinke Lawrence, KS mrinke@lawrenceks.gov	Timberly French Lawrence, KS tfrench@lawrenceks.gov	Tamara Hagerman Lenexa, KS thagerman@lenexa.com	Terice Watts Arkansas City, KS twatts@arkansascityks.gov	Kristein Reichardt Leawood, KS kristeinr@leawood.org	Justin McRae Lawrence, KS jmcrac@lawrenceks.gov

KCMAPT

Kansas City Metro Association of Permit Technicians



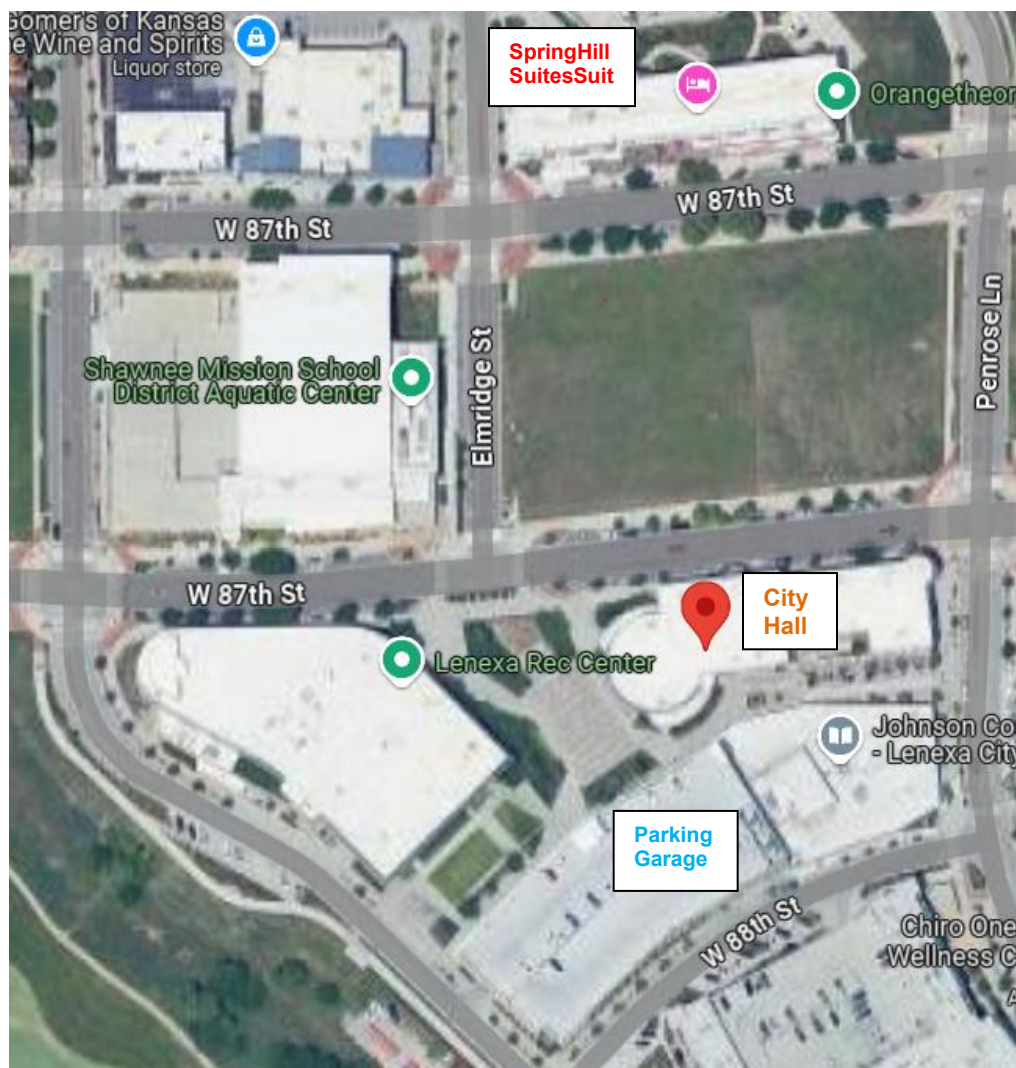
2026 Spring Training Session
ICC CEU's: 0.7 ~ Contact Hours: 7
 City of Lenexa City Hall | 17101 W 87th St Pkwy
 Prairie Star Room | Lenexa, KS
Monday, March 30, 2026 ~ 8:00 AM ~ 5:00 PM

Hotel Information:

SpringHill Suites Kansas City Lenexa/City Center | 17190 W 87th St Pkwy | Lenexa, KS | 913.225.9955

Parking Information:

Address 17101 W 87th St Pkwy, this is a split roadway. City Hall & the Parking Garage are South of 87th St Pkwy. Parking is free in the Garage. City Hall is the building on the right in front of the garage. There is an entry door, which will open to the Lobby and the Prairie Star Room, which is on the Lobby floor. There will be signs posted. If you have issues/questions you are welcome to call Tamara Hagerman at 785-865-6088.



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8:00 am – 8:30 am Registration & Light Breakfast

8:30 am – 11:30 am So, You Want to be a Building Official?

11:30 am – 1:00 pm Lunch, Annual Business Meeting, Elections

1:00 pm – 5:00 pm So, You Want to be a Building Official?

~ LIGHT BREAKFAST AND LUNCH ARE INCLUDED IN FEES PAID ~

Registration Form

Name: _____ Email: _____ Phone: _____

Jurisdiction: _____ Address, City, ST, Zip: _____

Lunch RSVP: Yes ☐ No ☐ Please list any food allergies: _____

Check all that apply:

KCMAPT Current 2025/2026 Member: In-Person **Free** ☐ Member On-line **\$10** ☐

Non-Member: On-line **\$45** ☐ In-Person **\$60** ☐

Method of Payment: ☐ Check (Payable to KCMAPT) ☐ *Credit Card

***Credit Card Payments may have a transaction fee added to it. If you choose to pay with a credit card, submit this form with the credit card box checked, and an invoice will be generated through PayPal.**

If you choose to pay with a check, please mail registration AND payment to:

KCMAPT
Attn: Timberly French
6 E 6th St, Ground Floor
Lawrence, KS 66044

Registrations/payment due by March 11th, 2026, unless prior arrangements are made through KCMAPT

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