

North Carolina Code Officials Qualification Board
Joint Committee Policies and Procedures and Rules Review
Minutes DRAFT



January 5, 2024, 9:00-10:00 A.M.

This meeting was held via WebEx.

ATTACHMENT B

Introduction Welcome/Roll Call

Chairman Richard White called the meeting to order. Beth Williams made the roll call. Rob Roegner read the Ethics Awareness and Conflict of Interest Reminder. Roegner asked the committee members if any of them have any known conflict of interest or the potential of conflict with respect to matters on the agenda coming before the Joint Committee Policies and Procedures and Rules Review today. Adam Lovelady stated that he worked with the school of government that offers the Law & Administrative Course. The Law and Administrative course would be discussed today. No other conflict was noted.

Committee members present by roll call vote:

- 1) Richard White, Chairman
- 2) Danny Couch, Elected Official
- 3) Adam Lovelady, School of Government

Special Committee present by roll call vote:

- 1) Rob Roegner, Chairman
- 2) Fleming El - Amin

Attendees:

Todd Neal, Board legal counsel, NCDOJ
Mike Hejduk
Beth Williams
Jennifer Hollyfield
Anna Basile
Kenny Weatherington
Rick Burton

Russell Fox, Allen Kelly, Michael Crofts and James Steele were absent.

Discussion Items

NCCOQB Rules review and realignment Update

Recommendation to the Board to approve proposed rule changes.
Rob Roegner stated that Mike Hejduk emailed an updated copy of the 2024 Guidelines for Board Courses for committee review.

- **11 NCAC 08 .0602 Nature of Probationary Certificate**

Roegner asked Mike Hejduk to go over the rule changes. A probationary certificate may be placed on inactive status by written request. While on inactive status no time elapse. The probationary certificate is only valid for three years. Staff is currently voiding the certificate out and then reissues it. There is similar language when a probationary certificate holder leaves employment. The certificate holder must return the probationary certificate to the board. We have added (4) make a passing grade of at least 70 percent on courses for certification in building, electrical, fire, mechanical, or plumbing inspection at levels I, II, or III in each area of code enforcement for which the probationary certificate is issued. Roegner made a motion to bring 11 NCAC 08.0602 Nature of Probationary Certificate to the board for discussion. Fleming El-Amin seconded the motion. The motion passed.

- **11 NCAC 08 .0706 Required Qualifications Types and Levels**

Hejduk stated that there would be a five-year grandfather with respect to all types of code enforcement officials certified by the Board prior to January 1, 2025. There will be a change in the wording of line item (4) from the North Carolina Department of Insurance to the Office of the State Fire Marshal. Roegner made a motion to bring 11 NCAC 08.0706 with the current changes to the board for discussion. El-Amin seconded the motion. The motion passed.

- **11 NCAC 08 .0707 Special Circumstances**

Hejduk stated that there were changes already made to conform with some statute changes. Licensed Architect, Licensed General Contractor, Licensed Plumbing or Heating Contractor, Licensed Electrical Contractor, Licensed Professional Engineer. These Licensed Contractor would not be required to take the course but would be required to pass the state exam. Another change would be (b) Certified Code Official from Another State. Pursuant to G.S. 143.151.14(a), the Board may, without requiring an examination, issue a standard certificate to any person who successfully completes the Board's prescribed course in 11 NCAC 08.0706(c)(3) and (4) concerning law and administration and State Building Code rules and who holds a currently valid certificate as a qualified code official from another state or territory whose standards are acceptable to the Board and not lower than those required of North Carolina applicants, under Article 9C of the North Carolina General Statutes and all applicable administrative rules governing Code Enforcement Officials. The ICC certification shall substitute for the Board course for the inspector type and level. (d) Comity Applicants. Comity applicants as set out in Paragraphs (a), (b) and (c) of this Rule shall meet the experience requirements specified in 11 NCAC 08.XXXX for the area and level to be eligible for comity consideration.

Hejduk added line 25(e) and 26. (e) Applicants may submit other experience in the design, construction, installation, or inspection of building and electric al, mechanical, plumbing, and fire systems. The Boar's Qualification and Evaluation Committee shall consider such experience on a case-by-case basis and make recommendation to the Board.

Roegner suggested that 11 NCAS 08.0707 Special Circumstances needs more work. Todd Neal stated with Richard White leaving the meeting, we no longer have a quorum to move things forward. Neal said that he would work with Hejduk to make additional changes. Hejduk went through the new rules for each trade and level. 11 NCAC 08.XXXX Building Inspector. Hejduk went over the current Level I, II, III hierarchy. They can qualify at any Level: Education/Experience for Residential/Commercial.

Adjournment

Danny Couch adjourned the meeting.