

NORTH CAROLINA CODE OFFICIALS QUALIFICATION REGULAR BOARD MEETING MINUTES DRAFT



October 28, 2025 - 1:00 PM

The quarterly meeting of the N.C. Code Officials Qualification Board (“Board”) was held via WebEx at 1:00 PM on October 28, 2025.

ITEM 1 – INTRODUCTIONS, ROLL CALL and CONFLICT OF INTEREST STATEMENT

Chairman Thunberg called for a roll call. Thunberg asked each member of the Board to state whether they had actual or potential conflicts of interest for any items on the agenda.

The State Ethics Commission has cited the potential for a conflict of interest for members of the Board who are serving in the following appointments.

- Code officials because they serve on the Board that certifies them.
- Elected officials because local government entities employ code officials.
- Licensed contractors because their companies regularly work with code officials.
- UNC School of Government, because the school provides educational services for code officials who are subject to the jurisdiction of the Board.

Board members should exercise appropriate caution in the performance of their public duties should issues involving their certifications or that of any of their employees who come before the Board. This would include recusing themselves to the extent that their interests would influence or could reasonably appear to influence their actions.

Board member Les Everett had a conflict and recused himself from the investigation review committee report.

The following members of the Board participated in the meeting and provided a quorum:

Bill Thunberg	Danny Couch	Michael Slate
Montrena Hadley	Adam Lovelady	Fleming El-Amin
Sarah Mobraten	Les Everett	Mack Summey
Anthony Casey	Jeff Tracey	Rob Roegner
Kenny Weatherington	Ahmed Megri	

The following members of the Board were absent:

Andy Matthews, James Steele, Mark Smith, Richard White, Russell Fox, and Sajjad Bigham.

Board legal counsel Nick Sorensen, N.C. Department of Justice (DOJ), and Office of the State Fire Marshal (OSFM) Assistant General Counsel Kyle Heuser.

OSFM Staff in attendance:

Beth Williams	Rich Hall	Bonnie Bentley
Terri Tart	Kathy Vincent	Sam Whittington
Sarah Barcenas	Jeff Johnson	Jennifer Hollyfield
Renita Denton	Joe Starling	Jeff Griffin

Charlie Johnson

Welcome New Members:

Thunberg welcomed new members to the board and appointed them to the following committees below.

- Dr. Sajjad Bigham, NCSU- Education & Research Committee
- Anthony D. Casey, Wake County- Policies & Procedures Committee
- Dr. Ahmed Megri, NC A&T- Education & Research Committee
- Sarah L. Mobraten, Wake County- Qualification & Evaluation Committee
- Andre Lassiter, Sr., Hertford County- Education & Research Committee

Approximately 26 individuals attended via Webex including inspection staff from state and local governments.

Thunberg recognized Montrena Hadley. She received recognition from the Piedmont Triade Regional Commission. Hadley won the PTRC Grady Hunter Award!

The Grady Hunter Regional Excellence Award honors the late Mr. Grady Hunter, a former NWPCOG delegate for 19 years. Since 2001, it has recognized longtime Yadkin County Commissioner as a PTRC board member, showing dedication and service.

Montrena received this award on Wednesday, October 15, 2025.

Chairman Thunberg turned the meeting over to Vice-Chairman – Fleming El-Admin.

ITEM 2 – Approve Minutes

July 22, 2025, Regular Board Meeting

Rob Roegner made a motion to approve the minutes. Second by Danny Couch. The motion was adopted by acclamation.

August 19, 2025, Special Board Meeting

Roegner made a motion to approve the minutes. Second by Montrena Hadley. The motion was adopted by acclamation.

September 30, 2025, Special Board Meeting

Roegner made a motion to approve the minutes. Second by Michale Slate. The motion was adopted by acclamation.

ITEM 3 – Recognize Fifth Level III Standard Certificate (s)

El-Admin recognized the Fifth Level III Standard Certificate (s) below.

Fire	8/18/2025	Ciefae Malsom Abee	III	Catawba
Fire	7/14/2025	Jacob Tyrell Allman	III	Mecklenburg

Building	8/25/2025	Jeffrey R. Mays	III	Alamance
Fire	9/15/2025	Jeffrey R. Mays	III	Alamance
Fire	7/7/2025	Jose Pedro Perez-Rodriguez	III	Clayton
Fire	9/2/2025	George Thomas Read	III	Raleigh
Fire	9/15/2025	Sean Strydom	III	Currituck
Fire	8/4/2025	Danny Gibson	III	Clayton

On behalf of the board El-Admin congratulated the inspectors.

ITEM 4 – Committee Reports

Executive Policies and Procedures Committee did not meet.

Policies & Procedures Committee did not meet.

Qualifications & Evaluations Committee did not meet.

Education & Research met on 10/1/2025 via WebEx.

Danny Couch reported that the 2024 Standard Courses implementation has been moved to January 1, 2027. Rob Roegner made a motion to approve the 2024 Standard Courses implementation date to January 1, 2027. Second by Couch. The motion was adopted by acclamation. Staff will transition EOC exams & Law & Administration to be given via Questionsmark. There were discussions between Kenny Weatherington and Rich Hall about notifying the community colleges about the changes.

Couch reported that the Law & Administration exam go-live date is January 1, 2026. There will be two attempts to pass this exam. The exam will be proctored using the record and review process \$25.00 fee assessed by Questionmark. Roegner made a motion to approve the Law & Administration exam go-live date as January 1, 2026, and the fee is set at \$25.00. Second by Michale Slate. El-Admin asked the board members for discussion on the fee. After much discussion the motion was adopted by acclamation.

Investigation Review Committee (“IRC”) met on September 10th and October 17th, 2025.

The committee reviewed the investigations completed by staff for recommendations to the Board. The committee makes the following recommendations to the Board:

No Bass / Dismiss

Roegner made a motion that cases #683 Williams, #685 Mills, and #691 Micklewright and Ward be dismissed. Second by Couch. The motion was adopted by acclamation.

Basis Cases

Roegner made a motion that cases #624 Russell and #678 Cordell be closed, and Mr. Russell has surrendered his certificates. Mr. Cordell has retired, and his certificates have not been

renewed. Mr. Cordell's file be flagged. Second by Kenny Weatherington. The motion was adopted by acclamation.

Other matters for the Board

Forsyth County Fire self-reported an incident of an inspector inspecting without certification. The inspector is now properly certified, and the Committee is satisfied with the actions taken by the jurisdiction and recommend no further action be taken on the matter. Sam Whittington reported that NO vote was necessary.

ITEM 5 – ON-Going Business

Legislative update – Roegner

Roegner reported that no action has been taken on the bills below.

1. S.B. 257 2025 Appropriations Act
2. S.B. 451 Occupational/Professional Licensing Relief
3. H.B. 661 Building Industry Efficiency Act of 2025
4. S.B. 700 Create the Office of Engineering and Codes
5. S.L. 2025-61 Neighbor State License Recognition Act
6. H.B. 765 Local Government Development Regulations Omnibus
7. H.B. 831 Commercial Inspection Efficiency Act
8. H.B. 899 Return Oversight of OSFM to DOI Commissioner

Permanent rulemaking update - Heuser

- 10/30/2025 – RRC review temporary amendments

Nick Sorensen and Joseph Starling will attend the Rules Review Commission meeting.

- 11/16/2025 –Public comment period ends

The finale adoption can be made at a Special Meeting of the Board or the January 27, 2026, Regular Meeting. Heuser stated that there was no action needed at this time.

Questionmark

- Exam price reconsideration – Heuser/Sorensen

Michael Slate made a motion to set the exam price at \$135.00 per exam to Questionmark. Second by Roegner. The motion was adopted by acclamation. Weatherington asked that these minutes reflect that this motion will reverse the motion that was voted on to set the exam fee at \$100.00. This motion was voted on at the Special Meeting held on September 30, 2025.

Weatherington made a motion to set the exam price at \$100.00. The price would be paid by the examinee. The payment processor maximum fee is \$6.50 (maximum 6.5%). Questionmark's fee is \$60.00, the remainder remitted would go to the board (currently, IRF): \$33.50. The motion was second by Fleming El-Amin. No one opposed the motion. The motion was adopted by acclamation.

- Transition Plan

Kathy Vincent reported on the implementation (COQB) 2026 Trade Exams through

Questionmark. The PSI Contract will expire on 6/30/2026. Vincent stated that you must have completed both exam attempts by 6/30/2026. Communication with the community colleges will go out 2/2/2026. Dual Action will take place on 1/5/2026, applicants can take their exams either with QM or PSI. This will end on 4/30/2026. The only option applicants will have with Questionmark starting on 5/1/2026.

COQB Transition to Questionmark will roll-out Building and Fire 1/5/2026. Electrical, Mechanical and Plumbing will roll out 1/12/2026. Residential Change Out exams will roll out on 1/26/2026. Roegner made a motion to approve the Questionmark Implementation dates or as soon thereafter as possible. Second by Slate. The motion was adopted by acclamation.

ITEM 6 – NEW BUSINESS

- 11 NCAC 08.0602 Nature of Probationary Certificate

Roegner made a motion to delete 11 NCAC 08.0602(a)(4). Second by Slate. The motion was adopted by acclamation. Roegner amended his motion to direct Heuser to delete 11 NCAC 08.0602(a)(4) as an emergency rule change with the Rules Review Committee. Arguing that it is a hazard to the residents of North Carolina. Second by Slate. The motion was adopted by acclamation.

- PSI Testing End Date- June 30, 2026. Was there a motion here?

ITEM 7 -- STAFF REPORT

COQB	Total FY 2023-2024	Total FY 2024-2025	1st QTR Jul - Sep	2nd QTR Oct - Dec	3rd QTR Jan - Mar	4th QTR Apr - Jun	Total FY 2025-2026
CEOs	4,094	3,912	4,104				4,104
Applications	1,209	1,747	527				527
Pre-Qualification	178	152	12				12
Probationary	565	853	289				289
Standard	466	742	226				226
Military/Spouses	126	202	33				33
Criminal History	11	17	1				1
Board courses	99	217	59				59
Students	1,006	2,292	583				583
Exam eligibilities	586	1,291	134				134
Exams taken	1,551	1,670	394				394
Exams passed	1,224	1,399	326				115
Certificates Issued	1,134	3,261	578				578
Probationary	624	1,755	276				276
Standard	510	1,466	302				302
Certificates Total	10,062	10,451	11,066				11,066
Probationary	2,970	3,343	3,548				3,548
Standard	7,085	7,105	7,514				7,514
Complaints	10	9	3				3
Disciplinary actions	3	9	0				0

Joe Starling reported on the staff report. Starling reported that the applications were at a long time high. Exam eligibilities have gone down to normal status. Starling also notified the board that our software is outdated and that we need new software. Starling thanked staff for stepping up after Mike Hejduk transferred to another state agency.

ITEM 8 -- COMMITTEE CHAIR NOMINATION

El-Admin asked Sorensen to report on. Replacement for Danny Couch – Education and Research Committee Chair. Andre Lassiter, Sr., will replace Couch on the board. Couch was Chairman of the Education & Research Committee. Chairman Thunberg nominated Kenny Weatherington, NC Community College System, President to be the new Chairman of the committee. Couch moved to close the nominations. Roegner second. No one opposed it. The motion passed by acclamation and Weatherington was elected as chair of the Education and Research Committee.

ITEM 9 - PUBLIC COMMENT

Darrell Dozier made comments about a complaint that he filled.

ITEM 10- ADJOURNMENT

Weatherington made a motion to adjourn the meeting. Second by Roegner. The motion passes by acclamation.

A handwritten signature in black ink, reading "Robert B. Roegner". The signature is written in a cursive, flowing style.

Secretary, NCCOQB