

NORTH CAROLINA CODE OFFICIALS QUALIFICATION EMERGENCY BOARD MEETING MINUTES DRAFT



Emergency Meeting
January 16, 2026 – 9:00 AM
NC Office of State Fire Marshal
Meeting will be held via WebEx.

January 16, 2026

The emergency meeting of the N.C. Code Officials Qualification Board (“Board”) was held via WebEx at 9:00 AM on January 16, 2026.

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.

No conflicts were noted.

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

Bill Thunberg	Jeff Tracey	James Steele
Montrena Hadley	Adam Lovelady	Fleming El-Amin
Mack Summey	Mark Smith	Michael Slate
Sarah Mobraten	Les Everett	Russell Fox
Andrea Lassiter	Richard White	Dean Casey
Kenny Weatherington	Ahmed Megri	

The following members of the Board were absent:
 Andy Matthews, Rob Roegner and Sajjad Bigham.

The following assistant general counsel was in attendance. Office of the State Fire Marshal (OSFM)
 Assistant General Counsel Kyle Heuser.

Board legal counsel Nick Sorensen, N.C. Department of Justice (DOJ) was absent.

OSFM Staff in attendance:

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

Approximately 24 individuals attended via Webex including inspection staff from state and local governments.

ITEM 2 – PERIODIC REVIEW OF RULES PROCESS DEADLINE:

Kyle Heuser went over the periodic review of rules process, the relevant deadlines, and the need for the Board to make initial determinations regarding the necessity of its existing rules (11 NCAC 08 .0500 - .0800) at this emergency meeting of the Board in order to comply with the North Carolina Administrative Procedure Act's requirement to complete a 60-day public comment period within the relevant deadlines.

Heuser stated that the recommendation from OSFM staff and the Board's rulemaking coordinators is that the Board's existing rules in 11 NCAC 08 .0500 - .0800 are necessary and are not required to conform to any federal regulations.

Kenny Weatherington made a motion to accept staff's recommendation, initially designate the rules in 11 NCAC 08 .0500 - .0800 as necessary, and that these initial designations be converted to final designations without further Board action if no public comments are received. The motion was seconded by Michael Slate. The motion passed by acclamation. Thunberg asked Heuser to follow up with Board counsel, Nicholas Sorensen, during the public comment period.

ITEM 3 - PUBLIC COMMENT

No comments were made.

ITEM 4 -- ADJOURNMENT

Thunberg adjourned the meeting.



Secretary, NCCOQB