

DRAFT

## NC COQB Rules Review Special Committee Minutes

June 7, 2022, 1:00 PM to 3:00 PM

The meeting was held via Webex

### 1. Introduction Welcome/Roll Call/ Conflict of Interest

Committee members present by roll call:

Rob Roegner  
Michael Crotts  
Fleming El-Amin

Committee members not present:

Richard Ducker  
James Steele

Attendees:

Thomas Bender, Policies and Procedures Committee Chair  
Tom Felling, Board legal counsel  
Rich Hall  
Mike Hejduk  
Jennifer Hollyfield  
Terri Tart  
Sam Whittington  
Beth Williams  
Paul Padgett  
Shandy Padgett

Conflict of Interest Statement

Read by Rob Roegner

### 2. Approve minutes: May 4, 2022, meeting

- a. Motion by Crotts, seconded by Roegner (2). Motion carried.

### 3. Qualification rules .0706 discussion items

- a. Committee member feedback on first survey results.
  - i. Hejduk sent out results to committee members, no additional comments.  
Hejduk will resend to committee members and revisit at the next meeting.
- b. Develop/deploy an additional survey to clarify Level I to Level II transition.
  - i. How best to transition to residential becoming separate within Level I?
- c. Development/deployment of mock-up survey.
- d. Send an Executive Summary and thank you to AHJs for first survey.
- e. Development of bridge-over course from Level I to Level II trade

- f. Review separate rules per trade for .0706
  - i. Separate all trades into individual qualifications for each specific trade
  - ii. Staff will work with trade specific association to clearly define draft set of rules for each trade/level excluding Building by the next committee meeting.
  - iii. Building will be separated into residential and commercial.
  - iv. Tom Felling is willing to work with staff during these working meetings.

**4. Special circumstances .0707 discussion items**

- a. Share recommendations and changes to (b) architects, engineers, licensed general and trade contractors,
  - i. Additional information is forthcoming based on the appeal.
  - ii. Tom Felling spoke with Amanda Reader about OAH process.
  - iii. Recommend making technical corrections to the statutes.
  - iv. Additional discussion is needed with Tom Felling and bring updates back to the committee.
- b. Review developing a worksheet to review apps that may meet Special Circumstances. Currently DOD offers Level 1, Level II, and plan review, NCDOI staff issues these applicants a Level II.
  - i. Rob Roegner and Terri Tart are currently developing a process that provides guidance/baseline in making determinations in regard to level of certification.
  - ii. DOD, IFSAC has been included in the worksheet being developed by Rob Roegner and Terri Tart.
- c. Continue discussing process for comity and examination requirements
- d. Discuss NFPA 70 electrical inspector certification.

**5. Exam References**

- a. Review recommendations on common glossary improvements.
  - i. Rob is currently looking at the process for developing this resource. These would be used at the testing sites for those individuals taking the exam. OSFM would develop these glossaries/index. Collin Trimming developed the Charlotte/Meck Fire index. This index would be a model when developing the OSFM glossary/index.
  - ii. Carl Martin developed the index for Building.
- b. Continue review findings of other professional licensing occupational boards/examination materials.

**6. Adjournment**

- a. Next meeting scheduled for August 11, 2022, 1:00 PM – 3:00 PM
- b. Motion by Crotts, seconded by Roegner (2). Motion carried.