

**MINUTES OF THE
POLICIES AND PROCEDURES
COMMITTEE MEETING
TELECONFERENCE**

October 17, 2022

Policies and Procedures Committee Meeting Minutes

October 17, 2022, 9:00 AM.

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| Committee Members: | Danny Couch |
| Richard White, Chairman | Rob Roegner |
| James Steele | Allen Kelly |

Chairman White called the meeting to order and roll call was conducted. All members were present except for Allen Kelly. Board Legal Counsel Denise Stanford (NCDOJ), Mike Hejduk, and Beth Williams were present.

The Committee met to discuss the following:

- Special Committee Rules and Review survey results:
 - Reviewed responses from initial survey. Majority of responses indicated that few were interested in separating Building Level 1 into “Residential”, Building Level 2 into “Commercial”, and Building Level 3 into “Plan Review”.

Rob Roegner stated that the initial survey questions may have been misinterpreted by code officials based on the feedback given. Mike Hejduk sent out a second survey.

Hejduk shared responses from second survey. Majority of responses indicated that most were in favor of increasing Building Level 1 Standard course (Residential and Commercial) from 3 days to 5 days for each section. Based on availability of scheduled Standard Certificate courses being offered at local community colleges, there is little flexibility for inspectors to meet certification requirements.

In addition, most respondents were also interested in offering a guided self-study component to the course. Danny Couch agreed that offering a guided self-study component would be beneficial.

- Rob Roegner shared another option is to implement NCORR training course, in lieu of the Building Level I Standard Course. NCORR training course is 36 weeks, 2 days classroom, 3 days on-the-job field experience. (Apprenticeship program)

- Roegner recommended the Policy and Procedures Committee review Guidelines for Community Colleges and recommend revisions be included in a future update. These guidelines have not been updated since 2006.
- List of Statutory reforms:
 - Hejduk explained the list of statutory reforms.
 - Committee explored options of increasing application and renewal fees to generate additional operating funds. Fees have not increased since 1977.
 - White and Committee members are in support of suggested revisions and are prepared to share at the next Board Regular Meeting.

Roegner made a motion the Committee recommend the statutory reforms to the Board. Couch seconded the motion and the motion carried.

Roegner made a motion to adjourn meeting. Couch seconded the motion. Meeting adjourned.