

# North Carolina Code Officials Qualification Board Rules Review Committee Special Meeting Minutes- DRAFT



September 26, 2023 1:00 PM to 4:00 PM

The meeting was held via Webex.

## ATTACHMENT E

### 1. Introduction Welcome/Roll Call

Rob Roegner asked Beth Williams to call the roll. Roegner read the Conflict of Interest statement.

Fleming El-Amin motioned to approve the July 6, 2023 meeting minutes, Michael Crotts seconded the motion. Motion approved.

Roegner gave a brief introduction to the purpose of the meeting and gave an overview of the work currently being completed by staff in realigning the rules and certifications.

Committee members present by roll call vote:

- 1) Chair, Rob Roegner
- 2) Fleming El-Amin
- 3) Michael Crotts

James Steele was not present.

Attendees:

Todd Neal, Board legal counsel  
Mike Hejduk  
Beth Williams  
Terri Tart  
Sam Whittington

### 2. NCCOQB Rules review and realignment

Mike Hejduk discussed COQB Qualification Rules for Trades and Levels – 2012 -2023. Hejduk discussed goals of proposed rule changes in 11 NCAC 08.0706.

- Simplify qualification process.
- Improve inspector education and training.
- Better align certification with ICC – Residential/Commercial.

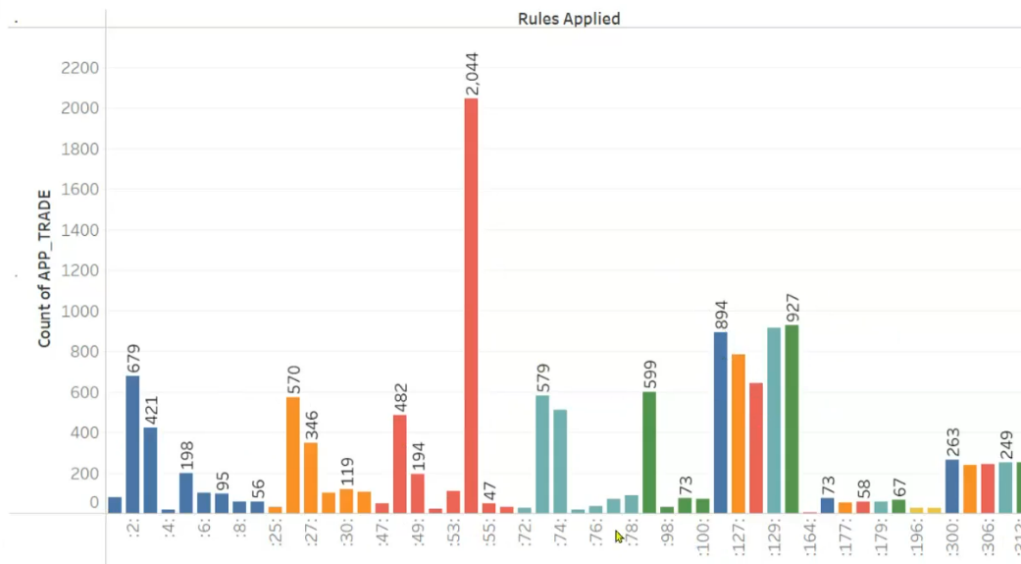
In addition, Hejduk discussed options on how to better align certifications with ICC.

- Session Law 2023-108 (H488) 143-136.1 Residential Code Council
- 11 NCAC 08.0706

Trade/Level	I	II	III
Fire	Fire I	Fire II	Unlimited / Special
Building	Residential	Commercial	Unlimited / Special
Mechanical, Fuel Gas	Residential	Commercial	Unlimited / Special
Plumbing, Fuel Gas	Residential	Commercial	Unlimited / Special
Electrical	Residential	Commercial	Unlimited / Special
Residential Changeout			
Law and Admin			
Permit Tech			
Private Commercial			

Hejduk shared visuals on how the Rules relate directly to the different applications by trade and levels are submitted for review/approval.

### Rules



Level Sc

(All)

CERT\_LEVEL#1

CERT\_LEVEL#2

CERT\_LEVEL#3

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Trade Sc

■ TRADE#B

■ TRADE#E

■ TRADE#F

■ TRADE#M

■ TRADE#P

■ TRADE#R

Rule #	Trade Area	Level	Business Rule
2	Building	Level I	a four-year degree from an accredited college or university
3	Building	Level I	at least six months of building inspection experience with a probationary Level I building inspection certificate on a minimum of two Level I buildings while working under the direct supervision of a standard certified building inspector I, II, or III with a supporting letter from the applicant's supervisor which complies with Paragraph (b) of this Rule
5	Building	Level I	a license as a building contractor
26	Electrical	Level I	a four-year degree from an accredited college or university
27	Electrical	Level I	at least six months of electrical inspection experience with a probationary Level I electrical inspection certificate on a minimum of two Level I buildings while working under the direct supervision of a standard certified electrical inspector I, II, or III with a supporting letter from the applicant's supervisor which complies with Paragraph (b) of this Rule
30	Electrical	Level I	at least two years of electrical installation or inspection experience while working under a licensed electrical contractor
48	Fire	Level I	a four-year degree from an accredited college or university
			at least six months of fire inspection experience with a probationary Level I fire inspection certificate on a minimum of two Level I buildings while working under the direct supervision of a standard certified fire inspector I, II, or III with a supporting letter from the applicant's supervisor which complies with Paragraph (b) of this Rule

Hejduk recommends preventing the duplication of rules within 11 NCAC 08.0706. See Rules below (ex: Rules 48, 73, 95)

Prevent those with generic 4 year degrees to obtain a Level II certificate. Instead focus more on more technical 4 year degree programs that are directly related with the trades/certification levels.

48	Fire	Level I	a four-year degree from an accredited college or university
			at least six months of fire inspection experience with a probationary Level I fire inspection certificate on a minimum of two Level I buildings while working under the direct supervision of a standard certified fire inspector I, II, or III with a supporting letter from the applicant's supervisor which complies with Paragraph (b) of this Rule
49	Fire	Level I	at least four years of experience in fire suppression activities for a city, county or town
54	Fire	Level I	a four-year degree from an accredited college or university
73	Mechanical	Level I	a four-year degree from an accredited college or university
			at least six months of mechanical inspection experience with a probationary Level I mechanical inspection certificate on a minimum of two Level I buildings while working under the direct supervision of a standard certified mechanical inspector I, II, or III with a supporting letter from the applicant's supervisor which complies with Paragraph (b) of this Rule
74	Mechanical	Level I	a four-year degree from an accredited college or university
95	Plumbing	Level I	a four-year degree from an accredited college or university

Hejduk shared a draft version of 11 NCAC 08.0706. Hejduk stated this draft still needs additional work/revisions. He recommends removing the table currently found in 11 NCAC 08.0706.

**11 NCAC 08 .0706      REQUIRED QUALIFICATIONS: TYPES, AREAS AND LEVELS**

(a) Every applicant shall possess any combination of two or more of the following education or certifications, experience or professional credentials for the type, area and level certificate sought as specified in the rule for that certificate.

(1) Education or certification

- a. Board course, ICC®, or IFSAC.
- b. A technical diploma from an accredited college or equivalent apprenticeship or trade school program.
- c. A two-year technical degree from an accredited college or university.
- d. A four-year degree from an accredited college or university.

(2) Experience

- a. Design
- b. Construction
- c. Inspection

(3) Professional license per NCGS §143-151.13(f)

- a. Architect
- b. Engineer

In addition, remove the following:

~~taught in the N.C. Community College System or other educational agencies accredited by a regional accrediting association; for example, Southern Association of Colleges and Schools by Board approved sponsors; and~~

Expand to include any approved Board Sponsors that would pave the way for the apprenticeship programs.

Next, Hejduk suggested instead of having a table – we would have the following:

1    **11 NCAC 08 .XXXX      BUILDING INSPECTOR LEVEL I, II AND III**

2    (a) A Building Inspector, Level I, shall be qualified to perform code-enforcement official duties for residential  
3    buildings up to three stories in height with no more than four dwelling units.

4    (b) A Building Inspector, Level II, shall be qualified to perform code-enforcement official duties for commercial  
5    buildings...[limitations? i.e. except high-rise?].

6    (c) A Building Inspector, Level III, shall be qualified to perform code-enforcement official duties for any residential  
7    or commercial building or structure.

Committee agreed with Hejduks suggestions in regards to Level I Residential, Level II Commercial, and Level III for Building, Mechanical, and Plumbing.

Electrical Level I and Level II language varies significantly from Building, Mechanical and Plumbing Levels I, II, III.

**11 NCAC 08 .XXXX ELECTRICAL INSPECTOR LEVEL I, II AND III**

(a) An Electrical Inspector, Level I, shall be qualified to perform code-enforcement per NCGS § 143-151.8(3) for residential buildings up to three stories in height with no more than four dwelling units and individual residential units of condominiums and apartments provided the individual residential appliance serve only that residential dwelling unit.

(b) An Electrical Inspector, Level II, shall be qualified to perform code-enforcement NCGS § 143-151.8(3) for commercial buildings.....[limitations? i.e. 3-phase, photovoltaic, hazardous location, large-scale electrical power production facilities with a generating capacity of 5,000 kW or greater].

Roegner stated that Hejduk has given us the groundwork in the direction that it needs to go. Roegner asked Todd Neal if approval is needed in order to continue moving in this direction.

Todd Neal stated that approval is not needed until the final language has been written. Crotts stated that we need to continue to move forward. He is in agreement to have Hejduk continue drafting 11 NCAC 08.0706.

**3. Public Comment**

No public comment.

**4. Adjournment**

Next meeting scheduled for 10/18/2023 1:00PM – 2:00PM. Hejduk will give a presentation on rule

Michael Crotts motioned to adjourn the meeting. Fleming El-Amin second the motion. Motion approved. Meeting adjourned.