

## ATTACHMENT

### ITEM 8 – STAFF REPORT

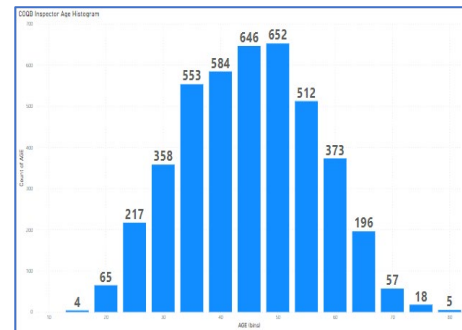
#### EXECUTIVE DIRECTOR

##### Fiscal Year 2022-2023

The Board has a stated goal to “provide a pool of qualified code officials.” The total number of active Code Enforcement Officials (CEOs) is a Key Performance Indicator (KPI). As of June 30, there were **4,549** active CEOs. This is 413 (10%) more than FYE 2022, 4,136.

“How many inspectors are needed to perform requested inspection within two business days?” NCDOT seeks assistance through the Office of Strategic Partnerships for a research partner to answer this question through their project portal. Such a project remains unfunded and without a partner. [https://projectportal.nc.gov/project/doi\\_inspectors](https://projectportal.nc.gov/project/doi_inspectors)

Recent years have seen an attrition of inspectors “aging out” or retiring with projections showing a significant loss in the available workforce. Current age distribution for all active status inspectors across all TYPES, TRADES and LEVELS. 600 inspectors over 60 years of age.



#### Budget

[N.C. Gen. Stat. § 143-151.16](#) states the Board shall establish a schedule of fees to be paid by each applicant for certification and such fee shall not exceed \$20, annual renewal application fee not to exceed \$10 and late renewal fee of \$4. [N.C. Gen. Stat. § 151.21](#) states that fees collected shall be credited to the Insurance Regulatory Fund. [Note: there is no agency rule schedule of fees.]

#### For the FYE 2023

23902 Insurance-Special, Interest Budgeted  
 2201 \*\*Authorized Budget\*\* \$5,512.00  
 2201 Qualification Board Fund balance \$5,622.95  
 Expenditures: \$0  
 Revenues: \$110.95

#### FY 4<sup>th</sup> QTR ending 6/30/2023

13900 Insurance-General  
 1500 Office of State Fire Marshal  
 1552 Engineering/N.C.CB \*\*Authorized Budget\*\* \$3,092,563.00  
 Appropriation: \$2,833,448.10  
 Expenditures: \$3,183,091.12  
 Revenues: 435300007 Inspectors-Standard Cert \$124,204.00  
 Transfer from 23900 \$114,006.27 (Manufactured Building Licenses)

For the prior FYE 2022 total year-end revenues were \$101,364.

02 Qualification Board **\*\*Authorized Budget\*\*** \$10,286.00.

Appropriation: \$10,286.00

Expenditures: \$0.00

Several initiatives are attempting to meet the need for timely inspections and plan reviews. Benchmarks are two (2) business days for inspections and 21 days for plan review.

1. NCDOT Inspector Marketplace pool [N.C. Gen. Stat. § 143-151.12\(9\)](#)
2. NCDOT contract with inspection businesses.
3. NCORR Office of Recovery and Resiliency – Trainers/Trainees (NCDOT)
4. Remote Inspections [N.C. Gen. Stat. § 160D-1104.1](#)
5. Board Rule Changes to Education and Experience requirements
6. Board course Guidelines and State exam changes – Level 1 Fire, Building, Electrical
7. Veterans and applicants with criminal history outreach and recruitment
8. Residential Changeout Inspector - FREE ONLINE COURSE, remote proctor EOC.
9. OSBM Program Evaluation grant and [OSP research partnerships](#)
10. Permit Technician certification
11. S.B. 463 PART II AND III

**PART II. CLARIFY THAT INDIVIDUALS WITH CERTAIN PROFESSIONAL OR OCCUPATIONAL LICENSES MAY OBTAIN STANDARD CERTIFICATES BY ONLY PASSING STANDARD EXAMINATIONS**

**SECTION 2.** G.S. 143-151.13 reads as rewritten:

**"§ 143-151.13. Required standards and certificates for Code-enforcement officials.**

...

(f) The Board shall issue a standard certificate to any person who is ~~currently~~ licensed to practice as ~~a(n) any of the following, provided the person successfully passes the examination required under subsection (a) of this section:~~

- (1) Architect, registered pursuant to ~~Chapter 83A;~~ Chapter 83A.
- (2) General contractor, licensed pursuant to Article 1 of ~~Chapter 87;~~ Chapter 87.
- (3) Plumbing or heating contractor, licensed pursuant to Article 2 of ~~Chapter 87;~~ Chapter 87.
- (4) Electrical contractor, licensed pursuant to Article 4 of ~~Chapter 87; or,~~ Chapter 87.
- (5) Professional engineer, registered pursuant to ~~Chapter 89C;~~ Chapter 89C.

~~provided the person successfully completes a short course, as prescribed by the Board, relating to the State Building Code regulations and Code-enforcement administration. The standard certificate shall authorize the person to practice as a qualified Code-enforcement official in a particular type of position at the level determined by the Board, based on the type of license or registration held in any profession specified above."~~

**PART III. AUTHORIZE THE CODE OFFICIALS' QUALIFICATION BOARD TO CHARGE FEES FOR THE REVIEW AND APPROVAL OF PROFESSIONAL DEVELOPMENT COURSES AND SPONSORS**

**SECTION 3.** G.S. 143-151.13A reads as rewritten:

"§ 143-151.13A. Professional development program for ~~officials~~officials; course sponsor fees.

...

(g) Each course sponsor shall pay to the Board a fee of one dollar (\$1.00) per approved credit hour per individual who successfully completes a course under the provisions of this section.

(h) At the time a course sponsor submits an application to the Board for approval of a course under the provisions of this section, the sponsor shall pay to the Commissioner a filing fee of one hundred dollars (\$100.00) per course up to a two thousand five hundred dollars (\$2,500) per calendar year maximum.

(i) An official who selects a course other than one offered by an approved course sponsor and who seeks approval of the course pursuant to rules adopted by the Board shall, upon approval of the course, pay a fee of one dollar (\$1.00) per approved credit hour."

**Initiative Status**

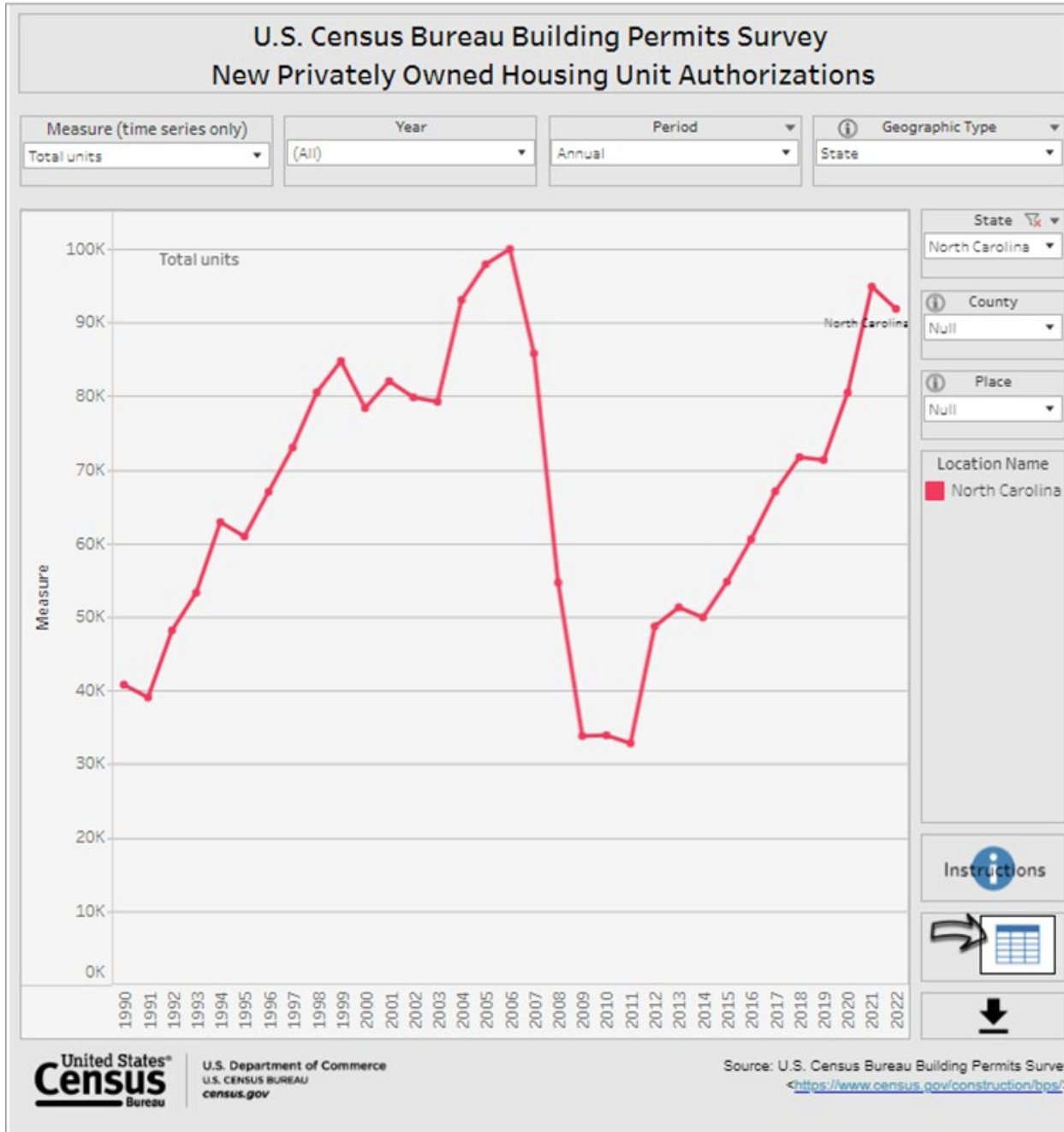
NCDOI Marketplace: The following companies expressed interest in or are actively having employees apply for NCCOQB certification: [SAFEbuilt®](#), [Bureau Veritas](#), [RCI of SC, Inc.](#), [CC&I Services](#), LLC, [ECS Southeast, LLP](#). RFP #12-001219 was issued January 10, 2023 and the proposed opening date was extended by addendum from February 7 to February 21. The contract award date was February 24 with an effective date of March 1, 2023. However, only two proposals were submitted that did not fully respond to the RFP requirements and no award has been made to date.

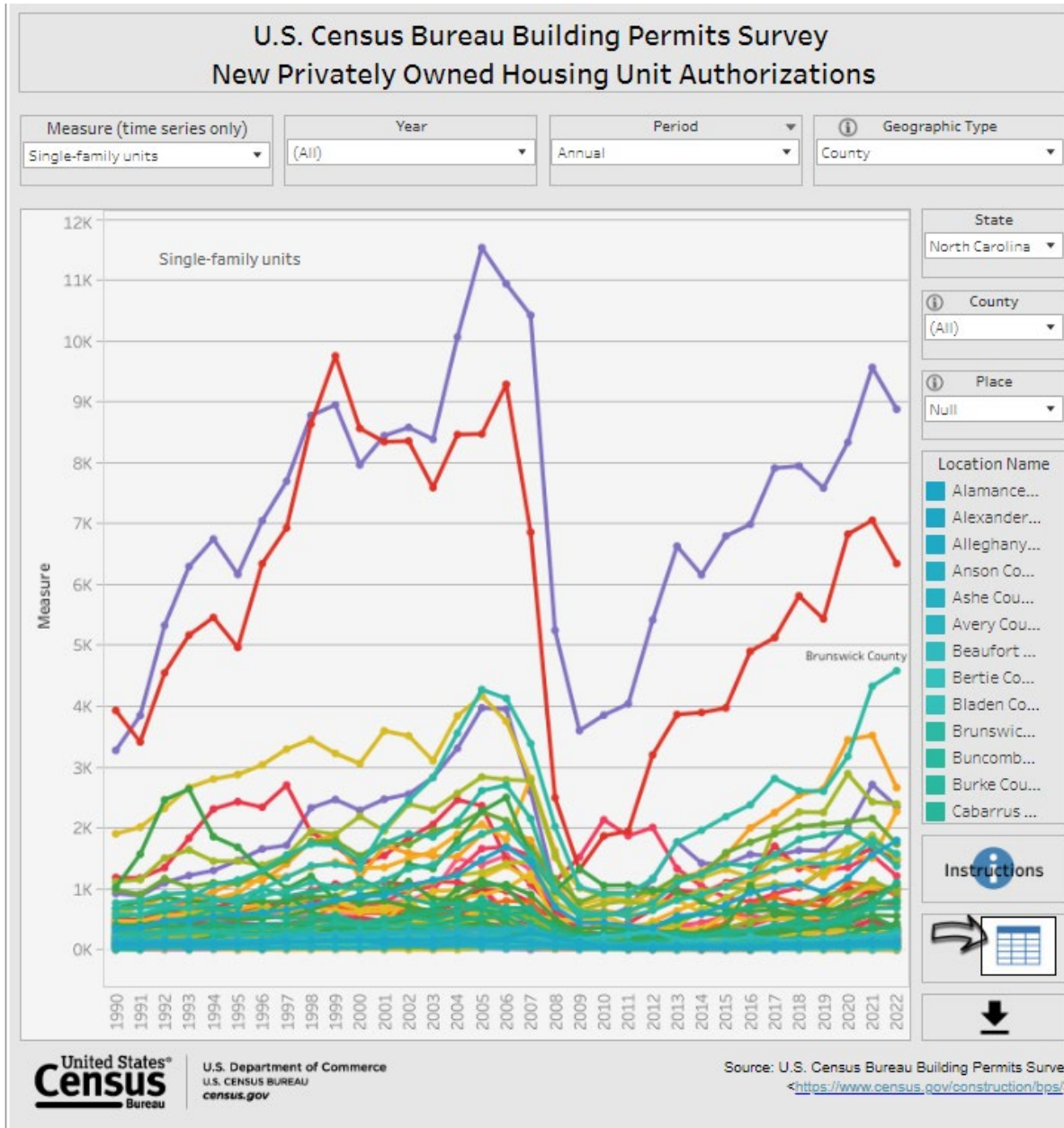
**Housing Units Permit Activity**

The U.S. Census Bureau maintains a data visualization website of the Building Permits Survey for New Privately Owned Housing Unit Authorization. The data is from Form C-404 for permitting Jurisdictions for single-family and multifamily units.

[https://www.census.gov/construction/bps/data\\_visualizations/index.html?utm\\_campaign=&utm\\_content=&utm\\_medium=email&utm\\_source=govdelivery](https://www.census.gov/construction/bps/data_visualizations/index.html?utm_campaign=&utm_content=&utm_medium=email&utm_source=govdelivery)

It is clear from the following charts that housing construction remains near record levels driving the demand for inspections. See Total Units in first chart and Top counts of single-family units in in second chart.





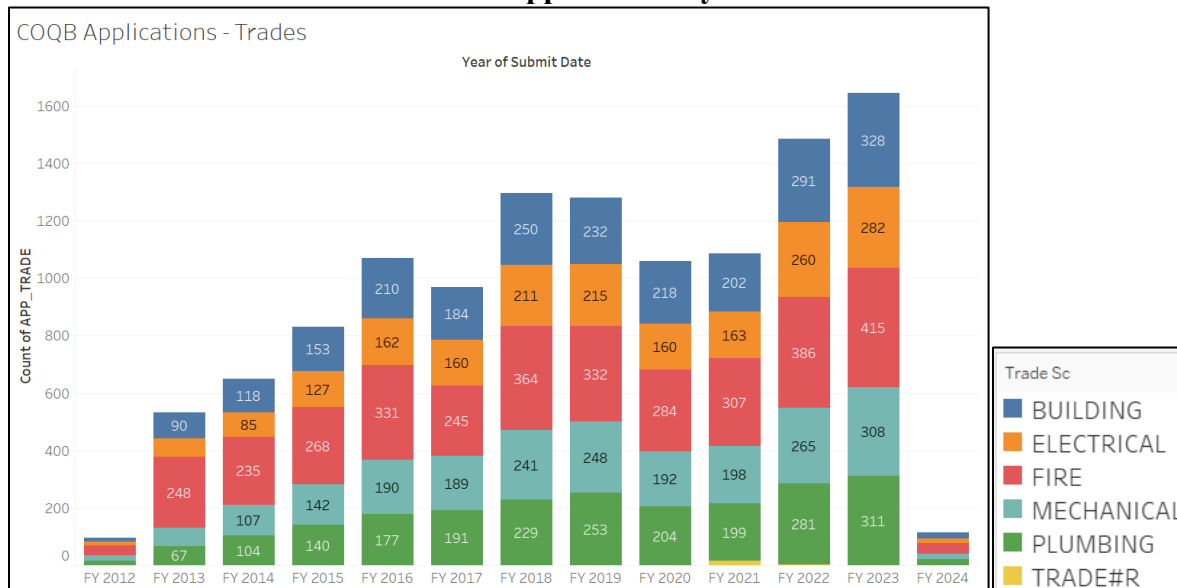
## CERTIFICATION

Staff is requesting that Code officials earning a Standard Certificate from May 1 through June 30 be exempt from that year’s continuing education and renewal fee requirements – which are due by July 1. It can be exceedingly difficult for Code officials receiving a Standard Certificate on or after May 1 to have adequate time to complete the six-hour continuing education requirement for renewals in that time frame. Additionally, this change would prevent multiple renewal fee payments when higher level certification(s) are issued during this period.

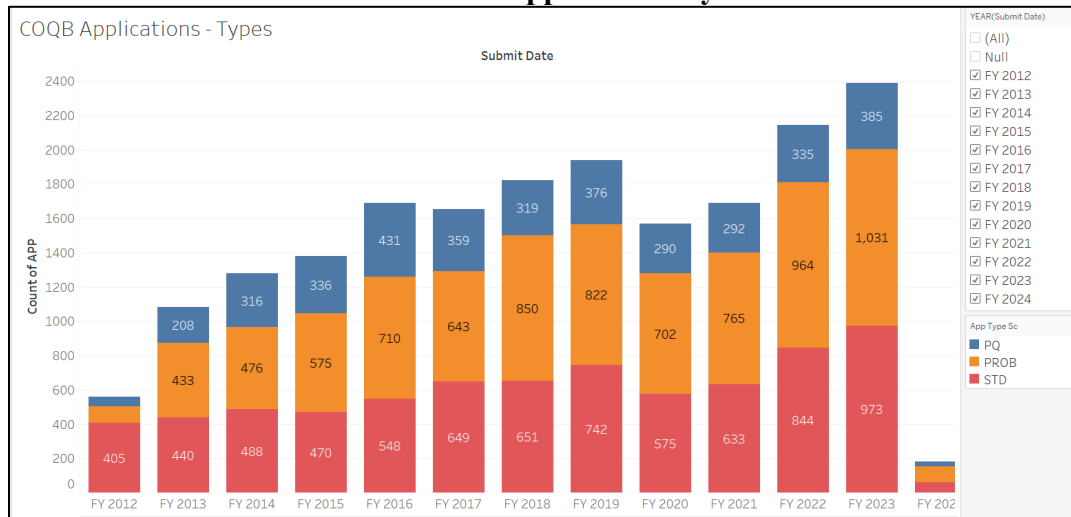
**Prequalify** – This option is available to anyone not currently employed by a jurisdiction and allows staff determination of the Trade(s)/Level(s) of certification that an applicant may be issued upon completion of all education and experience requirements.

**Applications** – Total numbers have steadily increased since 2012 with the exception of 2020/2021 during the COVID-19 pandemic. Fiscal Year Ending 2023 surpassed FY 2022 applications by June 30.

**This chart shows the trend totals for applications by TRADE since 2012.**



**This chart shows the trend totals for applications by TYPE since 2012.**



**Certificates** – There are three **Types** of certificates:

- 1) **Probationary** that have a duration of three years and may not be renewed.
- 2) **Standard** certificates must be renewed annually after attaining six hours of continuing education.
- 3) **Limited** certificates are no longer issued.

**Total Certificates Issued FY 2023**

Trade Sc (..	LEVEL#1		FY 2023 LEVEL#2		LEVEL#3		Grand Total
	Prob	Std	Prob	Std	Prob	Std	
<b>BLDG</b>	185	89	74	54	60	50	<b>512</b>
<b>ELEC</b>	156	82	62	44	61	32	<b>437</b>
<b>FIRE</b>	171	209	142	75	91	66	<b>754</b>
<b>MECH</b>	163	113	82	56	58	50	<b>522</b>
<b>PLBG</b>	160	114	79	57	67	44	<b>521</b>
<b>RCI</b>	1	2					<b>3</b>
<b>Grand Total</b>	<b>836</b>	<b>609</b>	<b>439</b>	<b>286</b>	<b>337</b>	<b>242</b>	<b>2,749</b>

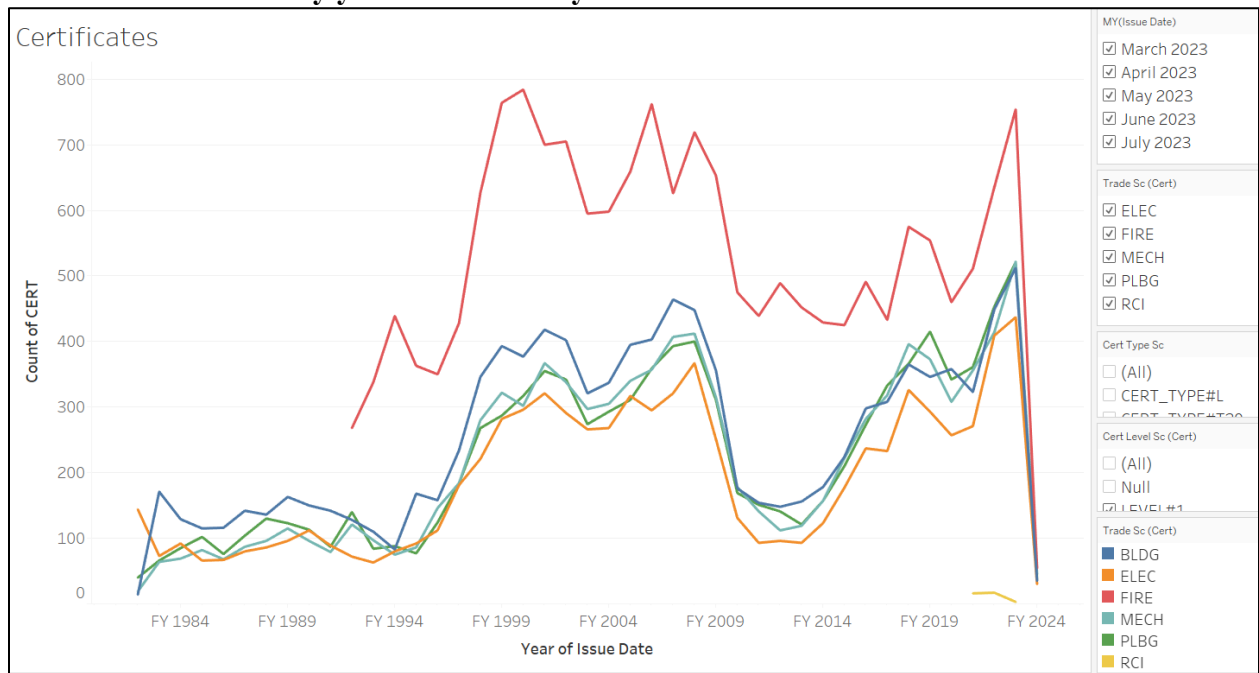
**Total Certificates (active) Building, Electrical, Mechanical, Plumbing, RCI**

Certs Active								
Trade Sc..	LEVEL#1		LEVEL#2		LEVEL#3		Grand Total	
	Prob	Std	Prob	Std	Prob	Std		
BLDG	323	382	151	165	115	596	1,732	
ELEC	270	286	136	154	102	534	1,482	
MECH	238	373	161	180	101	554	1,607	
PLBG	224	355	147	199	111	588	1,624	
RCI	9	15					24	
Grand T..	1,064	1,411	595	698	429	2,272	6,469	

**Total Certificates (active) Fire**

Certs Active								
Trade Sc..	LEVEL#1		LEVEL#2		LEVEL#3		Grand Total	
	Prob	Std	Prob	Std	Prob	Std		
FIRE	283	1,170	312	307	147	819	3,038	
Grand T..	283	1,170	312	307	147	819	3,038	

**Certificates ISSUED by year since 1984 by TRADE.**





### Standard Certificates Suspended

Standard Certificates must be renewed annually by July 1 after attaining six (6) hours of Continuing Education (CE). For FYE 2023, 610 standard certificates were not renewed and suspended. Because many CEOs hold multiple certificates in B, M, E, P it appears there are about 40 individuals that did not renew multiple certificates. The greatest number of suspended certificates is for Fire at 245 with about 90 for B, M and P and 80 for E.

Count of Cert Level	Column Labels			
Row Labels	1	2	3	Grand Total
B	37	9	46	92
E	26	18	37	81
F	143	36	66	245
M	34	16	43	93
P	38	13	48	99
<b>Grand Total</b>	<b>278</b>	<b>92</b>	<b>240</b>	<b>610</b>

## EXAMINATION

PSI Services, LLC administers State exams under a 5-year NCDOI contract 12-001164 issued May 4, 2021. There are six Trades and three Levels for a total of 16 exams. Below is a detailed count of exams taken and passed for the FYE 2023 July 1, 2022 - June 30, 2023.

### Exam Taken

Area/Level	Number Taking	Number Passing	% Passing	High Score	Low Score	Average Score
Building Inspector I	194	87	44.85	91.00	37.00	66.63
Building Inspector II	79	57	72.15	87.00	55.00	72.73
Building Inspector III	59	47	79.66	93.00	51.00	74.88
Electrical Inspector I	156	83	53.21	92.00	37.00	69.46
Electrical Inspector II	63	44	69.84	88.00	53.00	73.27
Electrical Inspector III	44	33	75.00	94.00	42.00	74.16
Fire Inspector I	233	228	97.85	99.00	57.00	88.49
Fire Inspector II	98	76	77.55	99.00	51.00	77.14
Fire Inspector III	68	66	97.06	93.00	64.00	80.76
Mechanical Inspector I	156	117	75.00	95.00	47.00	75.40
Mechanical Inspector II	70	58	82.86	91.00	58.00	76.74
Mechanical Inspector III	53	49	92.45	93.00	63.00	81.06
Plumbing Inspector I	132	111	84.09	96.00	39.00	77.20
Plumbing Inspector II	60	59	98.33	95.00	55.00	82.87
Plumbing Inspector III	44	44	100.00	97.00	71.00	87.18
Residential Changeout Inspector I	2	2	100.00	70.00	70.00	70.00

row(s) 1 - 16 of 16

### Exam Taken Totals

Total Taking	Total Passing	Total % Passing
1511	1161	76.84

**NOTE: 1,511 exams @ \$135 per exam = \$203,985**

### COQB Subject-Matter-Expert (SME) Working Groups

#### Building End-of-Course (EOC) Items

- SME consultant doing final review of EOC items

#### Building Board Exam Items

- Building Committee SMEs met 1/20/2023 to begin review of the Building Code state test items.
- Building Committee SMEs working on Building Code state test item validation worksheets.

**Electrical I, II, III State Items**

- Revised exam implemented October 1, 2022.
- SMEs currently evaluating test items for the Electrical Level II Exam.

## EDUCATION

### Board Courses

Board courses will require curriculum updates from the 2018 to 2024 code. Identifying funding and hiring Subject Matter Experts is a priority. Staff will be holding a series of planning and development meetings via Webex monthly per the below schedule using the [Inspector Open Mic](#) link from the COQB – Meetings web page.

<u>1 Planning Sessions (CS4842)</u>	<u>2 Development Sessions (CS4843)</u>
1. July 27	1. January 25
2. August 24	2. February 22
3. September 28	3. March 28
4. October 26	4. April 25
5. <u>November 30</u>	5. May 23
6. <u>December 21</u>	6. June 27

Board course schedules are shown on the web site. Matching students with schools offering courses may be facilitated by identifying probationary certificates and proximity of classes to avoid course cancellations.

<https://www.ncosfm.gov/licensing-cert/code-officials-qualification-board-coqb/coqb-board-course-schedules>

### Continuing Education

6 hours of continuing education is required for each Standard Certificate. About 96% of CEOs met their annual CE requirements. Inspector Associations provide the bulk of CE and links to their web pages have been added to the web site.

<https://www.ncosfm.gov/licensing-cert/code-officials-qualification-board-coqb/coqb-continuing-education>

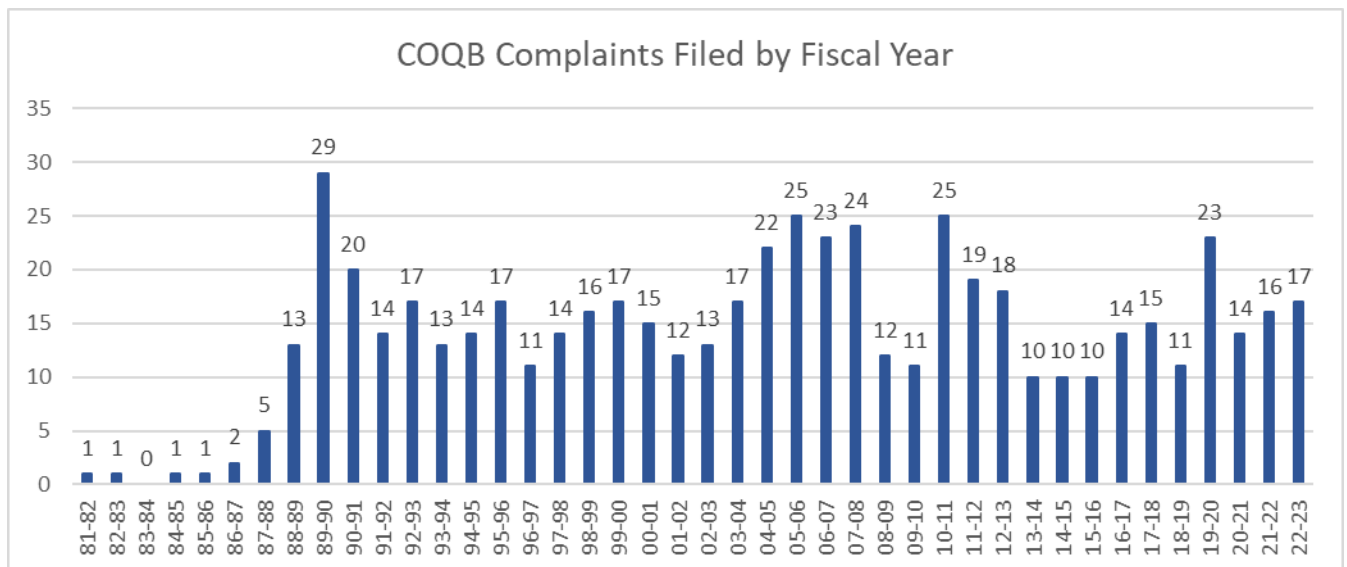
## Sponsors of Continuing Education Courses

See web sites for scheduled Education Conferences

- [North Carolina Building Inspectors Association \(NCBIA\)](#)
- [North Carolina Mechanical Inspectors Association \(NCMIA\)](#)
- [North Carolina Plumbing Inspectors Association \(NCPIA\)](#)
- [North Carolina Electrical Inspector Association \(NCEIA\)](#)
- [North Carolina Fire Marshals' Association \(NCFMA\)](#)
- [North Carolina Association of Fire Chiefs \(NCAFC\)](#)

## INVESTIGATIONS

Investigations – Completed Since Last Report: 5

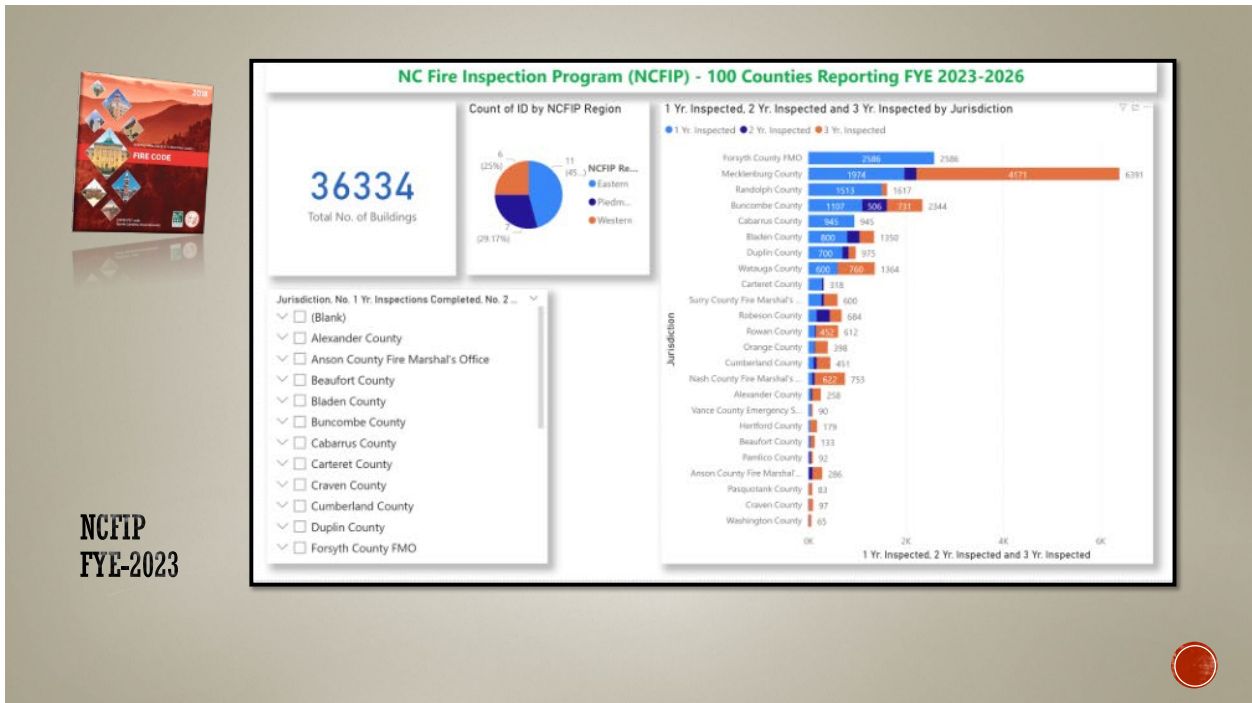
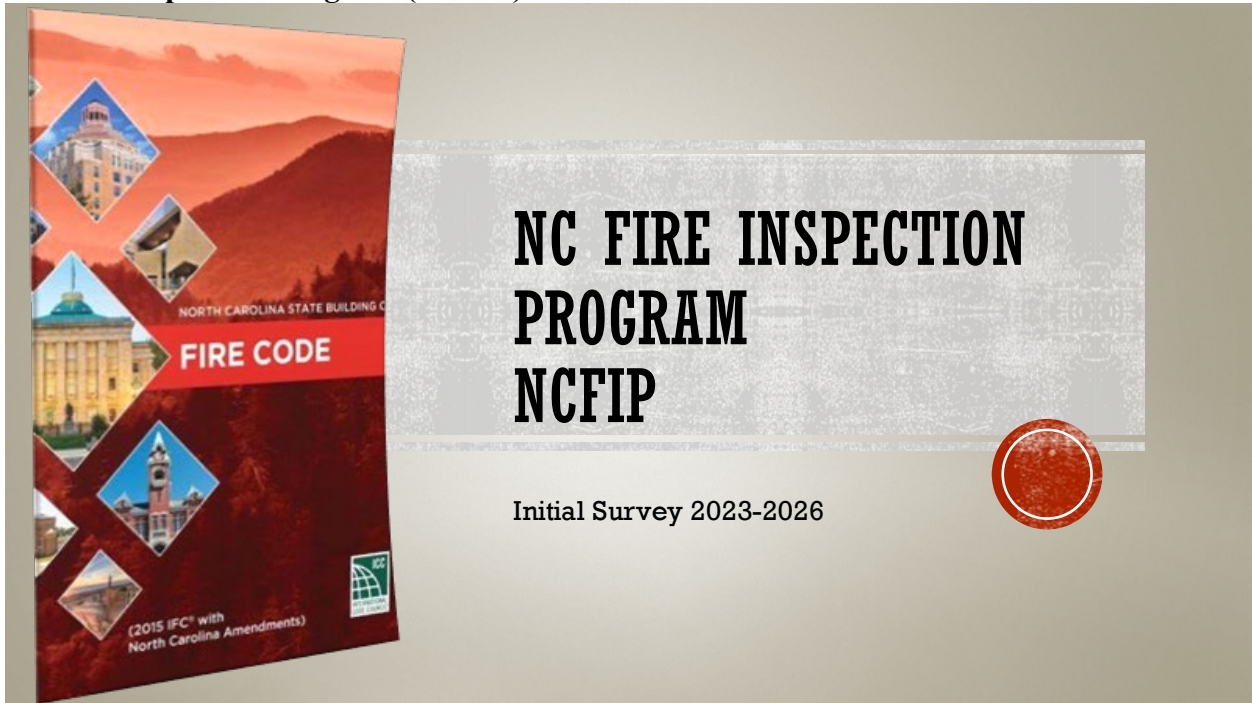


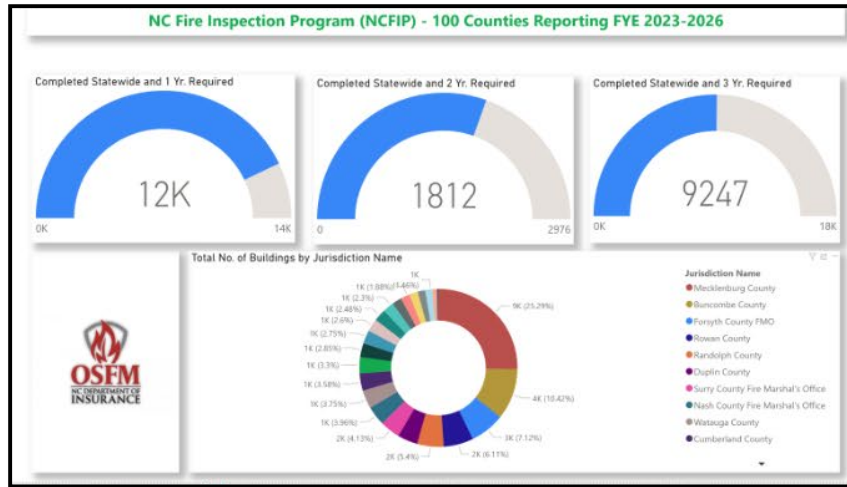
Tommy Green and Chris McLamb have left their positions as investigators for other opportunities. Their positions have posted, closed, and are awaiting interviews.

Jeff Johnson has wrapped up outreach on Fire Marshal 101, Train the Trainer is scheduled for August 22-24. [https://rise.articulate.com/share/bAEIBcKQeDD1ZdCudvWs4ACDb0u\\_Hd2c](https://rise.articulate.com/share/bAEIBcKQeDD1ZdCudvWs4ACDb0u_Hd2c)

Jeff Johnson has begun a new Fire Inspection Program (FIP) survey of jurisdictions.

NC Fire Inspection Program (NCFIP) PowerBi Dashboard





1,2,3 YR. INSPECTIONS BY JURISDICTION & STATEWIDE

