



# North Carolina Code Officials Qualification Board

Staffed by the NC Department of Insurance

**Mike Causey**, Commissioner  
**Cliff Isaac, PE**, Deputy Commissioner/Board Secretary  
**Kathy Williams**, Staff Director

1202 Mail Service Center  
Raleigh, NC 27699-1202

(919) 647-0000  
(919) 715-0067 Fax

325 N. Salisbury Street  
Raleigh, NC 27603

## Board Members

### Chairman:

Bill Thunberg  
(At-Large Member)

### Vice Chairman:

Ken Stafford, AIA  
(Registered Architect)

### Members:

Taher Abu-Lebdeh, PhD, PE  
(NCAT Engineering Faculty)

Fleming El-Amin  
(County Elected Official)

Richard D. Ducker  
(Institute of Government)

Jeffrey Griffin  
(County CEO)

Danny Couch  
(County Elected Official)

Lance Olive  
(City Elected Official)

Allen Kelly  
(Lic. Mech/Plumbing Cont.)

Helen McIntosh  
(City Elected Official)

Andy Matthews  
(Lic. General Contractor)

Richard White  
(City Manager)

Thomas Bender  
(Fire Prevention Inspector)

Tracy McPherson  
(Community Colleges)

Ray Rice  
(City CEO)

Mark Smith  
(Lic. General Contractor)

James Steele  
(Lic. Electrical Contractor)

Mack Summey, PE  
(Registered Engineer)

Stephen Terry, PhD, PE  
(NCSU Engineering Faculty)

## NOTICE

### NC Code Officials Qualification Board Education and Research Committee Meeting By teleconference

April 8, 2019

1:30 PM

325 N. Salisbury Street, Raleigh, NC 27603  
Room 534

1. Introduction.
2. Roll Call
3. State exam performance reporting. Goal is to raise the passing rates for BI, FI, and EI.
  - a. What are the specific steps or plan to achieve this?
  - b. What is the definition of success? Passing on the first attempt? Katie Bae, PhD has past 3 years of data.
  - c. Rich Hall analysis of 6,000 exams. PSI data for exams James 1, 2019 through March 30, 2019.
  - d. Research methodology for Probationary Certificates going forward?
4. Education dashboard, online code college development and feedback.
  - a. Code Officials Qualification Board meeting April 24, 2018 minutes. Chairman Thunberg asked who is accountable for the online training and tracking of the training and if the director of inspections gets a report showing which inspector takes a specific course.
  - b. Standard Certificate supplement
  - c. Continuing Education
5. Collaboration with Virtual Learning Center (VLC) for creation of Standard Certificate online courses Law and Administration and Fire Level 1. Difficulty of identifying Subject Matter Experts (SMEs). Explanation of how this would complement existing classroom courses.