NCOWCICB
Meeting Agenda Minutes Approved at 9/11/26 Meeting
March 20 2026 9:00 a.m.
LOCATION: Beaufort Inn 2440 Lennoxville Rd Beaufort NC

9:00 a.m. CALL TO ORDER: Russ Davis
OPENING PRAYER: Jerry Pearce
ROLL CALL: All present
READING OF ETHICS STATEMENT
ETHICS STATEMENT: In accordance with the State Government Ethics Act, it is the duty of every [Board] member to avoid both conflicts of interest and appearances of conflict.
Does any [Board] member have any known conflict of interest or appearance of conflict with respect to any matters coming before the [Board] today? None noted
If so, please identify the conflict or appearance of conflict and refrain from any undue participation in the particular matter involved.

9:05 a.m. Recognition of any attending public and request to address board. Public may address the Board during this section of board meeting. Board will not respond to comments or request made by public. Public will be allowed maximum of five (5) minutes per person to address board. Public will not be allowed comment for remainder of board meeting.
Doug Lassiter, NCSTA
Grant Simpkins, counsel for Board
Jonathan Godfrey, OWP
Doug Lassiter spoke to Board about HB376 it has passed the house but still in senate
Jonathan Godfrey spoke to Board about potential insurance requirements, insurance is needed for point of sale inspectors, however Board may need to consider alternative options for installer especially in western NC where a large portion of installers only do 1-2 systems yearly and this would be a potential financial burden on them, maybe consider some form of inactive status for those people

9:15 a.m. Approval of minutes from 9/12/25 meeting and 2/26/26 teleconference meeting
See attached

Motion to approve 9/12/25 David Swinney, 2nd Jerry Pearce, approved, 2/26/26 motion to approve David Swinney, 2nd Glenn Hines, approved

9:20 a.m. Treasurer's Report by Jerry Pearce, Treasurer
Financial Report as of January 31, 2026

Monies on hand:	
First Horizon Operating Account	$252,319***
First Citizens*	$200,832
Bank of Oak Ridge*	$235,058
North State Bank*	$251,127**
First Bank*	$232,839
Towne Bank*	$218,516

KS Bank Wealth Mgmt Acct*	
Bank of America	$125,178
SOFI Bank	$129,062
Providence Bank*	$213,778
Southern Bank*	$155,017
Atlantic Wealth Mgmt Acct*	
First GTY Bank	$200,000
Goldman Sachs	$200,000
First National*	$213,658
Total Monies on hand	$2,627,384

(*CD held for future enforcement)
(**matures in May 2026 partial withdrawal will be made)
(***falls below $250,000 in month of February 2026)
Note: Fiscal year runs 7/1 – 6/30

Detailed Financials
Year to date 7/1/25 – 1/31/26

Receipts:	
Renewal fees	$336,925
Application fees	$121,100
Misc revenue	$ 1,535
Interest Income	$ 35,431
Total Receipts	$494,991

Expenses:	
Salaries	$ 69,450
Payroll Taxes	$ 5,187
Board Travel	$ 9,477
Staff Travel	$ 2,141
Accounting	$ 22,475
Insurance Employee	$ 7,000
Attorney	$ 23,816
Postage	$ 2,691
Printing	$ 25,388
Telephone	$ 2,246
Bank Charges	$ 1,473
Office Expense	$ 2,592
Rent	$ 3,500
Web Design	$ 320
Meeting Expense	$ 11,492
Depreciation	$ 343
Hearing Expense	$ 2,047
Misc	$ 845
Total Expenses	$192,483

Presented by Jerry Pearce Motion to approve: Jim Beeson, 2nd Russ Ayers, approved

9:30 a.m. Update from Administrator:

- REMINDER Any Board member that has not taken the required Ethics training should do so **immediately**. Once you have taken the course please send me a copy of the completion certificate. Information for required Ethics training for Board members can be found at https://www.ncsbe.gov/Ethics/Education
  - The following is what the Ethics Commission records show regarding the Board member's Ethics Training as of 3/12/26:

Board Member	Last Date Rcvd	Next Due Date
Russ Davis	1/11/26	1/11/28
Russ Ayers	1/09/26	1/09/28
Jerry Pearce	1/20/26	1/20/28
Glenn Hines	4/30/24	4/30/26
Michael Robinson	12/2/24	12/2/26
Walter James	3/26/25	3/26/27
David Swinney	2/11/25	2/11/27
Jim Beeson	1/20/26	1/20/26
Cassidy McNeill		3/15/26
Connie Stephens(EL)	8/26/25	8/26/27

- Remember that you must file an SEI on or before 4/15/26. You can file online anytime after 1/1/26 by going to NC Ethics Efile - Home Page Please do not wait until the last minute to file this as their system jams up at that time. Once you have filed please send me an email letting me know you have filed. As of 3/12/26 the following still need to file SEI:
  Russ Davis
  Russ Ayers
  Jerry Pearce
  Glenn Hines
  Walter James
  David Swinney
  Cassidy McNeill

- Class Approval Request:
  Request for class approvals:
  Approval Request Received:
  Johnston County reapproval of previous class
  Motion to approve: David Swinney, 2nd Glenn Hines, approved

Orange County reapproval of previous class
Motion to approve: David Swinney, 2nd Mike Robinson, approved

- Budget Proposal Fiscal year 2025/2026 & 2026/2027

Proposed Income	$600,000
Proposed Expenses	
Postage	$ 10,000
Printing	$ 55,000
Travel – Board	$ 12,000
Travel – Staff	$ 8,000
Telephone	$ 4,500
Misc Expense	$ 1,000
Bank Charges	$ 2,000
Accounting	$ 45,000
Salaries	$150,000
Payroll Taxes	$ 10,000
Insurance	$ 12,000
Office Expense	$ 5,000
Depreciation	$ 500
Office Rent	$ 6,000
Investigations	$ 1,000
Hearing Expense	$ 6,000
Meeting Expense	$ 30,000
Web Expense	$ 1,500
Legal Fees	$ 40,000
Total Expenditures	$399,500

Motion to approve: Jim Beeson, 2nd Walter James, approved

- Issues being encountered:
  Re-certification of expired certifications. A certification expired for 24 months or more must apply for a new certification. Applying for a new certification requires a current and satisfactory GL II certification be held for minimum of two years prior to making application for GL IV. Which means that a previous GL IV must begin as GL II as it is a new certification. Discussion held, no motion to make changes

  Those seeking inspector and taking in lieu of experience must first complete installer introduction class then advance to GL IV followed by Inspector class. No issues with that process. Then the gray area comes into play. They get certified as GL II installer after completing installer intro class and exam and go ahead and get inspector two years pass and they want to apply for GL IV which would require them to take advance to GL IV class again because

the class they took for Inspector would be older than 15 months and expired. Do we make an exception for this scenario, or we even allowed exception, do we make the inspector class longer for those that need in lieu of experience to a 36 hour class instead of the Advance to GL IV class . . .
Discussion held no motion to alter requirements

- Discussion held regarding permits from DEQ for drip systems etc may need to explore requiring certification from NCOWCICB to install these system types

10:30 a.m. Board shall enter Closed Session for discussion of complaints received,
Motion to enter closed session Jerry Pearce, 2nd Glenn Hines, Board is now in closed session

11:00 a.m. Board shall re-enter regular session
Motion to enter regular session: David Swinney, 2nd Walter James, Board is now in regular session

THE FOLLOWING COMPLAINTS WERE DISCUSSED IN CLOSED SESSION:
COMPLAINTS REVIEWED AND DECISIONS BY BOARD LISTED UNDER EACH COMPLAINT
Complaint 0322601 installation of tank without permit, first offense, no previous complaints
Motion David Swinney to send letter of admission of guilt, 2nd Jerry Pearce, approved

Complaint 12152501 inspection without certification, certified as GL II installer
Motion to seek injunction for inspection without certification, and stays suspension for GL II installer for period of 24 months, David Swinney, 2nd Glenn Hines, approved

Complaint 12182501 3 separate job sites, install without permit, incorrect install, and incorrect install
Motion to Revoke certification Russ Ayers, 2nd Glenn Hines, approved
Complaint 03162601 Inspect with out holding inspector certification same individual as referenced in complaint 12182501 above
Motion to file for injunction, Walter James, 2nd Jerry Pearce, approved

Follow up on previous action: Period of suspension is approaching and no receipt of attendance for installer introduction class has been received.
Counsel for Board will send letter requesting verification of required attendance

11:30 a.m. Other business:

Board meeting dates: Next Board Meeting will be 9/11/26 Hilton Garden Inn Hickory NC
Board has hearing set for May 15, 2026 in Cary

11:30 p.m. Meeting adjourn: motion Jim Beeson, 2nd Jerry Pearce
Lunch will be served at 12:00 p.m.