

COMMITTEE OF ROOFING EXAMINERS
Regular Meeting

Conference Room
2401 N.W. 23rd Street, Suite 2F
Oklahoma City, Oklahoma 73107

October 15, 2026
1:30 P.M.

IMMEDIATELY FOLLOWING ROOFING HEARINGS

AGENDA

**Note: The Committee may discuss, vote to approve, vote to disapprove, vote to table, or decide not to discuss any item on the agenda.*

I. CALL TO ORDER AND RECORDING OF MEMBERS PRESENT AND ABSENT – J.R. Emrich/Susan Fleck

II. STATEMENT OF COMPLIANCE WITH THE OPEN MEETING ACT – Susan Fleck

III. NEW BUSINESS

In accordance with 25 O.S. § 311(A)(9) and (10), new business not known at the time of the posting of the agenda, if any, will now be heard. – Assistant Attorney General

IV. PUBLIC COMMENTS (limit 3 minutes per person)

(Opportunity for the Committee to receive public comments. Each person wanting to make a public comment is asked to sign in and remember time is limited to three minutes. To comply with the intent of the public notice requirements, the Committee does not respond to or discuss comments regarding matters not on today's agenda.) – Assistant Attorney General

V. REPORTS

- Monthly Statistics and Division Activity – Richard Hager, Roofing Supervisor

VI. DISCUSSION AND ACTION ITEMS

- A. Discussion with possible vote on the Minutes of the Regular Meeting of the Committee of Roofing Examiners held on February 19, 2026– J.R. Emrich, Chair
- B. Report on the activities and recommendations of the Residential Roofing Contractor Endorsement Examination Subcommittee to develop the Residential Roofing Contractor Endorsement examination, discussion and possible vote to accept the work of the

Subcommittee in the development of the Residential Roofing Contractor Endorsement examination and the recommendations of the Subcommittee on the items listed in agenda items (i) through (vii) – Richard Hager, Roofing Supervisor; J.R. Emrich, Chad Denson, Committee & Subcommittee Members

- i. Set the examination pass rate at 70% for this state-wide minimum standard examination.
- ii. Set the number of questions for the exam at a total of 100 questions divided equally between the Business and Law portion and the Residential Roofing Trade (technical trade) portion.
- iii. Set the exam to be an open book exam.
- iv. Set the 50-question time allowed as 120 minutes for the Business & Law portion.
- v. Set the 50-question time allowed as 150 minutes for the Residential Roofing Trade (technical trade) portion.
- vi. Determine the list of exam reference materials:
 - a) 2024 IRC, as revised and adopted by the OUBCC.
 - b) National Roofing Contractor Association (“NRCA”) Roofing Manual: Steep Slope Roof Systems, 2025, (847) 299- 9070, www.nrca.net.
 - c) Roofing Construction & Estimating, 1995, Daniel Atcheson, 1-57218-007-2, Craftsman Book Company, P.O. Box 6500, Carlsbad, CA 92018, www.craftsmanbook.com/cbcstore/.
 - d) Code of Federal Regulations, 29 CFR 1926 (OSHA) with latest available amendments, U.S. Government Printing Office, (866) 512-1800 or <https://www.osha.gov/lawsregs/regulations/standardnumber/1926>; or Code of Federal Regulations - 29 CFR Part 1926 Selections by PSI, with latest available amendments, www.psionlinestore.com, (866) 589-3088.
 - e) National Association of State Contractors Licensing Agencies ("NASCLA") Contractors Guide to Business, Law and Project Management, Basic, latest Edition.
 - f) Oklahoma Roofing Contractor Registration Act, Oklahoma Statutes, Title 59, Sections 1151.1, et seq.
 - g) Oklahoma Roofing Contractor Registration Regulations, Oklahoma Administrative Code, Title 158, Chapter 85.
 - h) Oklahoma Fine Schedule of the Construction Industries Board, Oklahoma Administrative Code, Title 158, Chapter 10.
 - i) Oklahoma Workers’ Compensation Commission Act, Oklahoma Statutes, Title 85A.
 - j) Oklahoma Rules of the Oklahoma Workers’ Compensation Commission, Oklahoma Administrative Code, Title 810.
 - k) Oklahoma Lien Law, Oklahoma Statutes, Title 42, Chapter 3 – Mechanics and Materialmen's Liens.

- C. Discussion and possible vote to approve the Residential Roofing Contractor Endorsement examination as recommended by the Subcommittee – Richard Hager, Roofing Supervisor; J.R. Emrich, Chad Denson, Committee & Subcommittee Members.
- D. Election of Chairman – J.R. Emrich
- E. Election of Vice Chairman – J.R. Emrich

VII. DISCUSSION AN POSSIBLE VOTE AND CEU REQUESTS

- A. RocketCert, LLC – Oklahoma Residential Roofing – Grandfathering Course, Online, Tom Dorsey, Jr, Instructor, for 10 Roofing Residential Endorsement Grandfathering Hours – Richard Hager*
- B. RocketCert, LLC – Oklahoma Residential Roofing Continuing Education– Online, Tom Dorsey, Jr, Instructor, for 4 Roofing Residential Continuing Education Hours – Richard Hager*
- C. Roof RX University – Residential Roofing Code Course, October 29, 2026, Scott McCollum Sr., Instructor, for 4 Roofing Residential Continuing Education Hours – Richard Hager*

VII. ADJOURNMENT