

**Minutes of the Meeting of the
Arkansas Home Inspector Registration Board
Attorney General's Building, Little Rock
August 9, 2017**

Board Members participating:

Robert Neal, Chairman	Wayne Pace	Joe Kanopsic (<i>Phone participant</i>)
Tom Allen	Allen Trammell (<i>Absent</i>)	Bob Downum (<i>Phone participant</i>)

Board Administrator: Charlotte London
 Others Present: Assistant Attorney General: Julie Chavis
 AAREI Lobbyist: Bob Balhorn

I. Agenda Item I: Call to Order/Roll Call

Meeting called to order at 9:30 a.m.

Roll call by Mr. Neal - All Board members present except Mr. Trammell. Mr. Neal acknowledged the resignation of Board Member, Cheryl Payne-Nesuda which was effective as of August 9, 2017.

II. Agenda Item II: Approval of August 9, 2017 Meeting Agenda

Motion was made by Mr. Allen to approve the agenda and seconded by Mr. Kanopsic. All Board members voted in favor of motion with aye.

III. Agenda Item III: Approval of Minutes

July 14, 2017 Minutes: Mr. Pace motioned to approve the July 14 minutes, Mr. Allen seconded. Mr. Neal said clarification in the wording about BNI was needed. All Board members voted in favor of the motion to approve the July 14 minutes with aye, pending the requested change on the BNI decision.

July 26, 2017 Minutes: Mr. Allen motioned to approve the July 26 minutes, Mr. Pace seconded and all Board members voted in favor of the motion to approve the July 26 minutes with aye.

IV. Agenda Item IV: Financials

The Board reviewed the Financials for July.

July Available Cash	\$406,686.72
Revenue	\$3,600.00
Salary Expense	(\$3,952.54)
Postage/Office Phone	(\$103.44)
Utilities & Rent	(\$625.00)
Board Member Travel	(\$325.51)
Background Checks	\$0.00
Office Supplies	\$0.00
Professional Services	(\$4.67)
Refunds	\$0.00
Total of Expense	(\$1,058.62)
Burn Rate of	(\$1,058.62)

Mr. Allen made a motion to approve the July Financials, Mr. Pace seconded and all Board members voted in favor of the motion with aye.

V. Agenda Item V: Review of New Applicants

The Board reviewed two new applicants.

1. William (Billy) Bramlett
2. Jake King

1. Mr. Bramlett and 2. Mr. King – Mr. Kanopsic made a motion to approve both applicants, Mr. Pace seconded and all Board members voted in favor of the motion to approve with aye.

VI. Agenda Item VI Status of Complaints

1. OLD COMPLAINTS

- a. Kyndal & John Wiles vs Ron Allen, HI-1583 (*2/2/2017-Notification letter mailed to Home Inspector, Mr. Allen responded by email dated 2/11/2017*) Mr. Neal is working on this complaint.
- b. Justin Hall (*The Engineer who has been performing home inspections without being registered with the state*) – Ms. Chavis is continuing to work on this ongoing complaint.
- c. John Williams, HI-1581 – Ms. Chavis said she wants to close this complaint.
- d. Deborah Starr vs Curtis Gordon (*Not Registered*) – The Board is waiting on additional information from the Real Estate Commission.
- e. Vicki Stephenson vs Nate Wilson, HI-1798 – Mr. Neal is reviewing this complaint.
- f. Ms. London notified the Board that Dick Stoufer, HI-1108 had not sent in any home inspection report as required in his Consent Agreement. Ms. Chavis said she would send him a letter.

2. NEW COMPLAINTS

- a. Cindy Conrade vs Grant Colclasure (*Not Registered*) (*July, 2017*)- Mr. Neal asked Ms. London to send a letter of notification to Mr. Colclasure.
- b. Alton Darty, HI-1496 vs Billy Howard Young, Jr. (*Not Registered*). Mr. Neal is waiting on additional information on this complaint.

VII. Agenda Item VII Continuing Education/Pre-Registration Courses

1. All American Training Institute - (*Pre-Registration Course Renewal Request*) – Mr. Allen requested the application be tabled until next month.
2. Professional Home Inspection Institute (*2 CE Courses-Renewal Requests*) The Education Provider re-submitted two (2) CE courses with the changes requested by the Board from a previous meeting.
 - a. Exteriors – 2 Hrs
 - b. Roofing – 2 Hrs

Both courses were reviewed by Mr. Allen and he made a motion to approve the CE courses. Mr. Pace seconded and all Board members voted in favor of the motion to approve with aye.

VIII. Agenda Item VIII New Business

1. Board members discussed issues with the way GFCI protection was being used in home inspection reports by some home inspectors. Mr. Allen said some realtors are asking sellers to add GFCI protection to older homes when it is not required. He said a Home Inspector could possibly be sued because he is overstepping the Standards of Practice when he tells a seller that he has to upgrade outlets with GFCI protection. Board members discussed what a Home Inspector should and should not be telling sellers or buyers. They need to be educated on their wording about GFCI requirements. Mr. Pace said there is a better and safer option for older homes, but it is not a requirement, which is one way the Home Inspectors could word their reports. Mr. Neal read the statement that will go on the website to alert Home Inspectors about their responsibility when it comes to stating requirements about having GFCI protection. Mr. Pace made a motion to approve the website statement, Mr. Allen seconded and all Board members voted in favor of the motion to approve with aye.

BREAK 11:05 – 11:20

2. Home Inspector, Sean Ryan had called the Board's office to ask if it would be okay for him to work as a consultant over the remodeling and repairs of a property that he has previously performed a home inspection on. He said that he would not be doing any of the repairs. Board members discussed the matter and said that as long as the Home Inspector was not going to profit from the people doing the work, he could work as a consultant.
3. Mr. Pace discussed his proposal about requirements for an Apprenticeship Education Program. He talked about what would be required from the apprentice as well as the trainer.
4. Test Scores –Mr. Neal asked Board members if they wanted to raise test scores for new applicants. Mr. Kanopsic asked for the number of Home Inspectors with test scores of 550 or less. Mr. Neal said he would bring those stats to the next Board meeting.
5. AHIRB Advertising – Mr. Allen said he wanted the topic dropped from the Agenda. Mr. Kanopsic said he wants to use the Real Estate magazines for advertising. Mr. Allen wants to know the area of coverage for the magazines. Board members said they will get more information and discuss it at the next meeting.

IX. Agenda Item IX Old Business

1. The Board had received the Green Card information from applicant, Omar Chavez, whose application was reviewed during the July meeting. Mr. Allen made a motion to approve the applicant, Mr. Kanopsic seconded and all Board members voted in favor of the motion to approve with aye.

X. Agenda Item X Administrator's Update to Board Members

1. Ms. London told the Board about the prices of State Approved Receipt Books. Mr. Allen made a motion to approve the purchase of the receipt books, Mr. Pace seconded and all Board members voted in favor of the motion to approve with aye.

XI. Agenda Item XI Schedule Next Meeting

1. The next Board meeting will be Wednesday, September 6, 2017 at 9:30 a.m.

XII. Agenda Item XII Adjournment

The meeting adjourned at 12:20 p.m.