

**Minutes of the Meeting of the  
Arkansas Home Inspector Registration Board  
Attorney General's Building, Little Rock  
October 31, 2018**

**Board Members:**

Wayne Pace, Chairman	Robert Neal	Bob Downum
Tom Allen, Vice Chairman	Allen Trammell	Marliese Kerr
WC McBride, Secretary/Treasurer		

Board Administrator:	Charlotte London
Assistant Attorney General:	Julie Chavis
Hearing Officer:	Peggy Johnson
Court Reporter:	Susan Whitson
Governor's Liaison:	Gail Ragland
ABC Home Inspection Institute:	Joe Maxwell
New Applicants:	Sean Wetzel
Others Present:	Lowell Coomer, Clay Moseley, Kenneth Shelton, Brian Watt

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

Mr. Pace called the meeting to order at 9:37 a.m.  
Roll call - All Board members are present.

**II. Agenda Item II: Approval of October 31, 2018 Meeting Agenda**

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

**III. Agenda Item III: Approval of Minutes**

1. **October 3, 2018:** Mr. Trammell made a motion to approve the July Minutes, Mr. Neal seconded and all Board members voted in favor of the motion with aye.

**IV. Agenda Item IV: Financials**

Due to the month of October not being closed out yet, Wayne motioned to table the financials until the next Board meeting, Mr. McBride seconded and all Board members voted aye to approve the motion.

**V. Agenda Item V: Review of New Applicants / Registration Renewals**

The Board reviewed one (1) new applicant. A Hearing was held for a second applicant who was appealing the Board's decision to deny his application for a home inspector license.

1. Sean Wetzel
2. Brian Watt (Hearing)

**Applicant #1:** Mr. Trammell made a motion to approve Mr. Wetzel, Mr. Allen seconded on condition that he provide the additional \$125.00 application fee. Mr. Neal asked Mr. Wetzel about his pest control license that he had listed on his application. Mr. Wetzel said the company that he previously worked for paid for the license and they took it back when he terminated his employment with them. All Board members voted aye in favor of approving the application of Mr. Wetzel.

**HEARING for Brian Watt:** The hearing was led by the Hearing Officer, Ms. Peggy Johnson.

Ms. Chavis opened the hearing by saying that the Board only has to consider Statute 301.C which states that the applicant 'shall be of good moral character' and not the actual charge against him since he is not a convicted felon. Mr. Watt made a statement about how the charge against him originated. He said that he did not keep all of the receipts from purchases made for the school band's booster club for several years and he sometimes used his own money to make purchases. He said that some of the businesses that he purchased from had gone out of business and he could no longer get receipts from them. He admitted that he was irresponsible by not keeping better records of his purchases. He said that he is not a menace to society and he was not running away for his problems. He said that, as a former educator, he feels that he could be an asset to the home inspector industry. Ms. Chavis asked him how he paid for the purchases and he said that he had used checks and debit cards. She asked him why he could not provide proof of all his expenditures if he was using those sources of payment and he said that he could not provide proof of the items that were purchased on some receipts. Mr. Watt then answered some questions from Board members and gave his closing statement.

Ms. Chavis gave her closing statement and explained to the Board that if they were to grant Mr. Watt a waiver, conditions could be attached such as requesting regular home inspection reports from Mr. Watt.

#### **BREAK – 11:30 – 11:35**

The Board went into deliberations about the issues concerning Mr. Watt. Mr. Trammell made a motion to approve Mr. Watt's application with conditions if his status changes. Mr. Watt would be required to submit a copy of his probation report each year during the license renewal period. Mr. Neal said he was inclined to deny a waiver based on the issues of fact being true. Mr. Allen seconded. Mr. Neal clarified that a vote was not to grant the waiver for Mr. Watt, but it was to show that Mr. Watt had requested the waiver. All Board member voted aye in favor of the request for the waiver. Mr. Trammell then made a motion to approve Mr. Watt based on periodically updating his status as a licensee. There was no second and the motion failed.

Mr. Neal made a motion to approve and Mr. Allen seconded. Mr. Allen said the Board's job is the protection of the public. He spoke about the valuables that clients might leave laying around their property and how it could be a temptation. Ms. Kerr spoke about how Mr. Watt would be self-supervised and the slightest incident of something missing could come back on the Board negatively. The public could say that the Board knew about his past and did nothing to protect them. Mr. Downum spoke in agreement with what Ms. Kerr said. All Board members then voted nay to deny granting a waiver. Mr. Neal motioned that the issues of A1-A7 were true, Mr. Allen seconded and all Board members voted aye to approve the motion. Mr. Neal motioned to approve the waiver under L3, Mr. McBride seconded and all Board members voted nay to deny the waiver. The Hearing adjourned at 11:56 a.m.

#### **VI. Agenda Item VI: Status of Complaints**

##### **1. OLD COMPLAINTS**

- a. **Robert Neal (AHIRB) vs Justin Hall** – Mr. Neal made a motion that a fine of \$1,000 be levied against Mr. Hall for continuing to perform home inspections without a license. Mr. Trammell seconded and all Board members voted aye in favor of the motion.

No other complaints were discussed during the meeting.

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

**Continuing Education Courses**

**1. American Society of Home Inspectors (ASHI) – Twelve (12) CE Courses**

<b>COURSE NAME</b>	<b>Hrs</b>
a. Applying Structural Engineering to Home Inspection	2
b. Flipped Out Plumbing	2
c. Practical Science Behind Home Inspections	2
d. Advanced Electrical 2018 – Resistance is Futile	2
e. Identifying Bulk Water Intrusion at the Exterior Wall	2
f. Body Language of a House Structure Crack Analysis	2
g. Chimney and Fireplace Inspections	2
h. Inspecting Hard Coat Stucco	2
i. Structural Considerations of Raised Concrete Foundations	2
j. Sewer Inspections	2
k. Electrical Service Inspections	2
l. Inspection of Exterior Cladding	2

Mr. Allen made a motion to approve all of the CE courses offered by ASHI, Mr. McBride seconded and all Board members voted aye to approve the motion.

**2. InterNACHI – Twenty (20) CE Course Renewals**

<b>COURSE NAME</b>	<b>Hrs</b>
a. 25 Standards Every Inspector Should Know	5
b. Advanced HVAC Training for Home Inspectors	21
c. Advanced Inspection of Crawlspace	4
d. Advanced Stucco & EIFS Inspection Training for Inspectors	16
e. Defect Recognition and Report Writing	8
f. How to Inspect Fireplaces, Stoves and Chimneys	4
g. How to Inspect for Moisture Intrusion	2
h. How to Inspect HVAC Systems	12
i. How to Inspect the Attic, Insulation, Ventilation and Interior	14
j. How to Inspect the Exterior	18
k. How to Inspect Water Heater Tanks	4
l. How to Perform Deck Inspections	3
m. How to Perform Residential Electrical Inspections	4
n. How to Perform Roof Inspections	4
o. Log Home Inspection	8
p. Residential Plumbing Overview for Inspectors	8
q. Structural Issues for Home Inspectors	4
r. The House as a System	2
s. How to Inspect Manufactured and Mobile Homes	12
t. 10 Steps to Performing a Roof Inspection	2

Mr. Allen made a motion to approve all of the CE courses offered by InterNACHI, Mr. McBride seconded and all Board members voted aye to approve the motion.

**PRE-REGISTRATION TRAINING**

**3. Inspection Certification Associates – 80 Hr Pre-Registration Training**

Mr. Allen made a motion to approve the Pre-Registration course offered by ICA, Mr. McBride seconded and all Board members voted aye to approve the motion.

**VIII. Agenda Item VIII: New Business**

1. Website Updates – Mr. Pace spoke to the Board about hiring someone to update the Board’s website. Clay Moseley, with Rock City Digital, talked to the Board about his company and what is involved with updating and maintaining a website. He explained that changes can be completed within 24 hours and monthly costs would cover design, concept, build, updates and security. Ms. Chavis told Board members that they would have to make sure that they would not have to use DIS as its server.
2. Mr. Pace talked about plans to use the Board’s funds to purchase a building.
3. The Board had previously discussed hiring a subcontractor to manage complaints. Mr. Coomer, a licensed home inspector, offered his assistance with managing complaints. Mr. Pace said this is something the Board needs to consider.
4. The Legislative Audit Results were reviewed by the Board. Mr. Neal made a motion to approve the audit results, Mr. Allen seconded and all Board members voted aye in favor of accepting the results of the Legislative Audit.
5. Mr. Shelton attended the meeting to ask Board members about the requirements for getting his license reinstated after he let it lapse several years ago. He told the Board that he had been a licensed building contractor for several years. Mr. Neal told him that he could possibly get the 80 hour pre-registration training waived if he can show proof of his active contractor’s license for the last 10 years. He would also have to take the National exam and the Ethics exam. Mr. Neal told him that his second option would be to complete 98 hours of CE courses.
6. The Board reviewed an email from Kirk McDonald who asked about getting a waiver of the 80 hour pre-registration training course due to his being a licensed contractor. He said his license had been active for the last 8 years. Mr. Neal said that Mr. McDonald would not qualify for a waiver because he did not meet the requirement of having an active license for the last 10 years.
7. The Board reviewed the state’s new Cyber Security Insurance policy.
8. Apprenticeship Training – Ms. Chavis told the Board that a rule change would have to be made if they wanted the apprenticeship program to be mandatory. It would be okay if the program is voluntary. Mr. Neal made a motion that a letter concerning a mentorship program be included in the 2019 license renewal packets. Mr. Trammell seconded and all Board members voted aye in favor of the letter.

**IX. Agenda Item IX: Old Business**

**X. Agenda Item X: Schedule Next Meeting**

1. The next Board meeting will be a on Wednesday, December 12, 2018 at 9:30 a.m.

**XI. Agenda Item XI: Adjournment**

The meeting adjourned at 2:50 p.m.