

**State Board of Appraisers, Abstracters, and Home Inspectors**  
**Department of Labor and Licensing**  
**Board Meeting**  
**September 7, 2023**

At 9:00 a.m., prior to the board meeting, Kevin Neihaus, Deputy Secretary of State at the Arkansas Secretary of State's Office administered the Official Oath of Office to Brian Hester, Scott McKennon, Sara Stephens, Daniel Storlie, Jim Pender, Sara Hawkins, Wally Loveless, and Laney Briggs. Mr. Neihaus filed the necessary paperwork with the Secretary of State's Office for each board member. The ceremony was witnessed by several members of the Department of Labor and Licensing, including Steve Guntharp, Chief of Staff, and Diana Piechocki, Director.

The first meeting of the State Board of Appraisers, Abstracters, and Home Inspectors was held on September 7, 2023, at 9:30 a.m. at the offices of the Arkansas Department of Labor and Licensing, 900 W. Capitol Avenue, 4<sup>th</sup> Floor Board Room, Little Rock, Arkansas. This meeting was also available through ZOOM.

**I. Called to Order.**

Diana Piechocki called the meeting to order at 9:30 a.m.

**II. Introduction of Board Members, Staff and Guests**

Diana asked each of the eight board members to introduce themselves and provide a brief biography. Board and staff members introduced themselves. Two guests, Ben Trotter and Michael Starr, were in attendance.

**III. Roll Call and Declaration of a Quorum**

Susan Miller called roll and declared a quorum of members.

Board Members present: Sara Hawkins, Scott McKennon, Jim Pender, Laney Briggs, Danny Storlie, Wally Loveless, Brian Hester and Sara Stephens.

Board Member absent: None

Staff present: Diana Piechocki, Director; Susan Miller, Business Operations Manager; Suzie Puckett, Executive Assistant to the Director; Devin Parker, Administrative Analyst; and Armistead Reasoner, Administrative Specialist III.

**IV. Adoption of Meeting Agenda**

Diana asked for a motion to adopt the meeting agenda. Sara Stephens moved to adopt the meeting agenda. 2<sup>nd</sup> by Scott McKennon. The motion carried.

**V. Approval of Appraiser Board Meeting minutes for June 30, 2023**

Diana asked for a motion to approve the Appraiser Licensing and Certification Board minutes for June 30, 2023. Scott McKennon moved to approve the minutes of June 30, 2023. 2<sup>nd</sup> by Sara Stephens. The motion carried.

**VI. Diana reported to the Board that Secretary Bassett was unable to attend the meeting today.**

**VII. Brief History of the Appraiser, Abstracter, and Home Inspector Boards.**

Diana gave a brief history of the Appraiser, Abstracter, and Home Inspector Boards and the passage of Act 628 of 2023 creating the State Board of Appraisers, Abstracters and Home Inspectors.

**VIII. Election of Officers**

Diana asked for nominations for the election of a chairman. Scott McKennon nominated Brian Hester as chairman and Sara Stephens as vice-chair. His nomination included that the election of a Treasurer be tabled until a later board meeting. No other nominations were made. Brian Hester and Sara Stephens were elected as Chair and Vice-Chair unanimously. The Treasurer will be elected at a later meeting. At this point, Diana turned the meeting over to Chair Brian Hester.

**IX. Attorney's Report**

Brian asked Assistant Attorney General Lacie Kirchner to present the Attorney's Report. Lacie introduced herself and explained to the new board members the important points of FOIA, that two board members discussing board business constitutes a board meeting that must be properly posted on the State's calendar and recorded, board member roles in executive session, financial disclosure forms, upholding Statutes and Rules for each division of licensees, the need for a Rules committee, being mindful of conflicts of interest, attending board meetings regularly and not accepting gifts. Lacie also explained the difference between a public meeting and a public forum. Our Board meeting are public meetings not a public forum.

**X. Staff Reports**

**Education**—Brian asked Suzie Puckett to present the Education Agenda for both the Appraisers and Home Inspectors. After a short discussion, Scott moved to allow the Board Staff to approve all new and renewal appraisal courses that have been approved through the Appraisal Foundation's Course Approval Program (CAP). 2<sup>nd</sup> by Sara Stephens. The motion carried unanimously. Sara Hawkins moved to keep home inspector education requirements as they currently stand. 2<sup>nd</sup> by Sara Stephens. The motion carried unanimously.

**Education Agenda - Appraisers**

**I. Course Approval**

**a. American Society of Appraisers (ASA)**

1. Class/Synch: AA001 - 2023 ASA International Conference, New Orleans, Oct 2-3, 2023 - 14 CE  
Instructors: Charles Blau, Vanessa Clairborne, Barry Cunningham, Casey Karlsen, Byron Miller, Isaac Peck, Jeffrey Rauland, Robert Schlegel, Mark Shirley, William Temple, Jason Tillema, Seth Webber

**b. American Society of Farm Managers and Rural Appraisers (ASFMRA)**

1. Class/Synch: AS042 - National Best Practices for Rural Appraisers, Sep 13, 2023 - 8 CE  
Instructor: Jeff Berg

**c. Appraisal Institute (AI)**

1. Class/Synch: AI098 - Advanced Spreadsheet Modeling for Valuation Applications – 14 CE  
Instructor: Mark Smeltzer
2. Class/Synch: AI103 - Condemnation Appraising Principles and Applications – 21 CE; 22 CEE  
Instructor: Rick Carlisle
3. Class/Synch: AI100 - Introduction to Green Buildings Principles & Concepts – 7 CE; 8 CEE  
Instructor: Sandra Adomatis
4. Class/Synch: AI099 - Residential and Commercial Valuation of Solar – 14 CE; 15 CEE  
Instructor: Sandra Adomatis

d. Appraiser eLearning LLC

1. Class/Synch: AE039 - Creating Formulas That Work - 7 CE  
Instructor: C. Brent Bowen
3. Class/Synch: AE037 - The Life of an Appraisal - What Happens Next? - 4 CE  
Instructor: Pamela Teel
4. Class/Synch: AE036 - Top 15 Takeaways from Your Colleagues' Misfortunes - 3 CE  
Instructor: Peter Christensen
2. Online: AE038 - Measuring Square Footage with ANSI Z765-2021 - 4 CE  
Instructor: David "Hamp" Thomas  
IDECC Exp: 7/30/2026

e. Calypso

1. Online: CC004 - Construction Details, Concept to Completion - 7 CE; 7.15 CEE  
Instructor: Francis Finigan  
IDECC Exp: 6/26/2026

Scott moved to approve all courses as presented. 2<sup>nd</sup> by Sara Stephens. The motion carried.

**II. CAP Approval**

a. American Society of Farm Managers and Rural Appraisers (ASFMRA)

1. Class/Synch: AS009 - Basic Appraisal Principles (A101) - 28 CE; 30 QE  
Instructors: Cindy Best, Brian Gatzke, Jaxon Love, Jake Minton, Dave Nebel, Scott Seely, JoAnn Wall, Mark Williams  
CAP Exp: 4/10/2024
2. Class/Synch: AS007 - Basic Appraisal Procedures (A102) - 28 CE; 30 QE  
Instructors: Travis Anderson, Cindy Best, Brian Gatzke, Randall Kyles, Mark Lewis, Jaxson Love, Jake Minton, David Nebel, Scott Seely, Rebecca Stone, JoAnn Wall, Wayne Young  
CAP Exp: 12/3/2023
3. Class/Synch: AS043 - Cost Approach for General Appraisers (A301) - 27 CE; 30 QE  
Instructors: David Bartlett, Cindy Best, Justin Bierschwale, Doug Hodge, Randall Kyles, Mark Lewis, Scott Seely, Brent Stanger, Rebecca Stone, Nathan Tonne, JoAnn Wall, Wayne Young  
CAP Exp: 4/16/2025
4. Class/Synch: AS044 - Income Approach for General Appraisers Part 1 (A303) - 27 CE; 30 QE  
Instructors: Justin Bierschwale, Terry Kestner, Mark Lewis, Brent Stanger, Nathan Tonne  
CAP Exp: 3/11/2025
5. Class/Synch: AS008 - Integrated Approaches to Value (A304) - 27 CE; 30 QE

Instructors: Jeff Berg, Justin Bierschwale, Randall Kyles, Mark Lewis, LeeAnn Moss, Lee Smith, Carolyn Haygood, Scott Seely, Brent Stanger, Rebecca Stone, Nathan Tonne, JoAnn Wall, John Widdoss, Wayne Young

CAP Exp: 9-20-26

6. Online: AS041 - Basic Appraisal Principles (A101) - 30 QE

Instructors: Jaxson Love, Jake Minton, Rebecca Stone

CAP Exp: 12/22/2025

**b. Appraisal Institute (AI)**

1. Class/Synch: AI107 - Artificial Intelligence, Blockchain, and the Metaverse Implications for Value - 7 CE

Instructor: Mark Linne (CGN 4630)

CAP Exp: 8/23/2026

2. Class/Synch: AI102 - Desktop Appraisals (Bifurcated, Hybrid) and Evaluations - 7 CE

Instructor: Mark Smeltzer

CAP Exp: 4/17/2026

3. Class/Synch: AI106 - Getting it Right from the Start: A Workout Plan for Your Scope of Work - 7 CE

Instructor: Mark Smeltzer

CAP Exp: 8/24/2026

4. Class/Synch: AI105 - Litigation Appraising Specialized Topics and Applications - 21 CE; 22 CEE; 22 QE

Instructor: Rick Carlile

CAP Exp: 6/12/2025

5. Class/Synch: AI083 - Residential Report Writing and Case Studies - 7 CE

Instructor: Mark Smeltzer

CAP Exp: 4/28/2024

6. Class/Synch: AI104 - Review Case Studies-General – 30 CE; 32 CEE

Instructor: Paula Konikoff

Cap Exp: 7/20/2024

7. Online: AI095 - Appraising Automobile Dealerships – 7 CE

Instructor: Bradley Carter

CAP Exp: 11/27/2023; IDECC Exp: 11/27/2023

8. Online: AI096 - Case Studies in Appraising Green Residential Buildings - 7 CE; 8 CEE

Instructor: Sandra Adomatis

CAP Exp: 7/6/2024; IDECC Exp: 7/6/2024

9. Online: AI087 - Cool Tools: New Technology for Real Estate Appraisers - 7 CE

Instructor: Ken Foltz

CAP Exp: 11/28/2024; IDECC Exp: 11/28/2024

10. Online: AI088 - Comparative Analysis – 7 CE

Instructor: Alan Simmons

CAP Exp: 5/4/2026; IDECC Exp: 5/4/2026

11. Online: AI089 - Eminent Domain and Condemnation – 7 CE

Instructor: John Underwood

CAP Exp: 10/1/2024; IDECC Exp: 10/1/2024

12. Online: AI090 - FHA Appraising - Principles and Procedures - 7 CE

Instructor: Craig Harrington

CAP Exp: 4/9/2025; IDECC Exp: 4/9/2025

13. Online: AI091 - Fundamentals of Apartment Appraising - 7 CE

Instructor: Ken Foltz

CAP Exp: 4/2/2025; IDECC Exp: 4/2/2025

14. Online: AI092 - Fundamentals of the Uniform Appraisal Standards for Federal Land Acquisitions - 4 CE

Instructor: John Underwood

CAP Exp: 6/18/2025; IDECC Exp: 6/18/2025

15. Online: AI101 - Introduction to Green Buildings Principles & Concepts – 7 CE; 8 CEE

Instructor: Alan Simmons

CAP Exp: 7/6/24; IDECC Exp: 7/6/2024

16. Online: AI097 - Rates and Ratios: Making Sense of GIMs, OARs, and DCF – 7 CE

Instructor: Kenneth Lusht

CAP Exp: 6/22/2026; IDECC Exp: 8/4/2026

17. Online: AI093 - Thinking Outside the Form: Tools, Techniques, and Opportunities for Residential Appraising - 4 CE

Instructor: Alan Simmons

CAP Exp: 4/24/2024; IDECC Exp: 4/24/2024

18. Online: AI094 - Understanding and Appraising Residential REOs - 4 CE

Instructor: Larry Wright

CAP Exp: 6/24/2025; IDECC Exp 6/24/2025

c. Dynasty School

1. Online: DS001 - Advanced Residential Applications and Case Studies – 14 CE; 15 QE

Instructor: Dr. Robert Abelson

CAP Exp: 10/26/2026; IDECC Exp: 10/26/2026

2. Online: DS004 - Statistics, Modeling and Finance – 14 CE; 15 QE

Instructor: Dr. Robert Abelson

CAP Exp: 12/22/2025; IDECC Exp: 12/22/2025

d. McKissock LP

1. Live Web: MC017 - Appraising Small Apartment Properties – 4 CE

Instructor: Dan Bradley

CAP Exp: 10/31/2026; IDECC Exp: 10/31/2026

2. Online: MC115 - Commercial Land Valuation – 4 CE

Instructor: Dan Bradley

CAP Exp: 6/17/2025; IDECC Exp: 6/17/2025

e. State Board of Appraisers, Abstracters, and Home Inspectors

1. Class: Day With Appraisers (9/25/2023) - Appraisal Institute's Getting it Right from the Start: A Workout Plan for Your Scope of Work - 7 CE

Instructor: Larry Disney

CAP Exp: 8/24/2026

f. The CE Shop, LLC

1. Online: CE005 - Appraisal Ethics and Valuation Bias - 3 CE

Instructors: Rebecca Jones, Sam Martin

CAP Exp: 8/3/2026; IDECC Exp: 2/15/2026

2. Online: CE006 - Characteristics Influencing Appraisals - 6 CE

Instructors: Rebecca Jones, Sam Martin

CAP Exp: 8/3/2026; IDECC Exp: 2/23/2026

3. Online: CE008 - Reviewing Appraisal Valuation Procedures - 4 CE

Instructors: Rebecca Jones, Sam Martin

CAP Exp: 8/23/26; IDECC Exp: 2/21/26

4. Online: CE007 - Reviewing Property Ownership and Real Estate Markets - 7 CE

Instructors: Rebecca Jones, Sam Martin

CAP Exp: 8/15/26; IDECC Exp: 3/30/26

Scott moved to approve all CAP approved courses as presented. 2<sup>nd</sup> by Sara Stephens. The motion carried.

### III. Instructor Approval

#### a. McKissock LP

1. Kevin Hecht - Mr. Hecht is listed as an approved instructor on the IDECC approvals.

Courses are also CAP approved.

Live Webinar: Appraising Complex and Stigmatized Residential Properties

Live Webinar: Appraising Condominium Units

Live Webinar: Appraising Small Apartment Properties

Live Webinar: Diversify Your Appraisal Practice with Estate Appraisals

Live Webinar: Diversify Your Practice with Assessment Appeals

Live Webinar: Fundamentals of Expert Witness Testimony

Live Webinar: Land and Site Valuation

Live Webinar: Measuring 1-4 Unit Residential Properties-with ANSI Z765 Standard

Live Webinar: New Construction Essentials: Luxury Homes

Live Webinar: REO Appraisal Guidelines and Best Practices

Live Webinar: Supporting Adjustments: The Journey from Analysis To Adjusting

Live Webinar: The Appraiser's Guide to HUD Handbook 4000.1

Live Webinar: The Fundamentals of Appraising Luxury Homes

Live Webinar: Valuation of Residential Solar

Scott moved to approve all Instructors. 2<sup>nd</sup> by Sara Stephens. The motion carried:

### Education Agenda - Home Inspectors

#### I. Pre-Registration Course Approval - Renewal

##### AHIT - American Home Inspectors

#### a. Training

##### 1. Arkansas Home Inspection Professional Course - 80 PR

Instructors: Christopher Chirafisi, Joe Chitwood, Michael Diehl, Steven O'Donnell

Proposed Location & Dates: Webinar + Field Training in Little Rock & Fayetteville (may add Jonesboro in 2024); Ongoing

#### b. The ASHI School

##### 1. Class: 120-Hour Inspector Foundations Course - 120 PR

Instructors: Ray Baird, Michael Conley, John Cranor, Ken Harrington, Scott Johnson, George Meegan, John Wenger, John Wessling

Proposed Locations & Dates: Des Plaines IA 8/14-25/23, 11/6-17/23, 3/4-15/24, 6/10-21/24; Alpharetta GA 2/26-3/8/24, 6/17-28/24;  
Columbus OH 8/21-9/1-23, 2/19-3/1/24, 6/3-14/24;  
Tampa FL 8/21-9/1/23, 2/19-3/1/24, 6/3-14/24;  
Baltimore MD 10/16-27/23, 4/8-19/24

c. ATI Home Inspector Training

1. Class: 80-Hour Home Inspection Training - 80 PR  
Instructors: Frank Corbett, Tom Langley, Scott Newcomer  
Proposed Location & Dates: Arlington TX; TBD

d. NPI - National Property Inspections, Inc.

1. Class: Property Inspection & Business - 120 PR  
Instructor: John McCreath  
Proposed Location & Dates: Omaha, NE; Monthly

Motion by Sara Hawkins to approve all classes in Section I. 2<sup>nd</sup> by Sara Stephens.  
The motion carried.

II. **Continuing Education Course Approval - Renewal**

a. ATI Home Inspector Training

1. Online: Report Writing - 4 CE - Report Writing  
Instructors: Frank Corbett, Tom Langley, Scott Newcomer

Motion by Laney to approve classes in Section II. 2<sup>nd</sup> by Sara Stephens. The motion carried.

III. **Continuing Education Course Approval**

AHIT - American Home Inspectors

a. Training

1. Online: Electrical Basics - Panels, Wiring, and Defects - 3 CE - Electrical  
Instructor: Steven O'Donnell
2. Online: Electrical Bonding - 3 CE - Electrical  
Instructors: Steven O'Donnell

b. ATI Home Inspector Training

1. Online: Inspecting Masonry - 3 CE - Structural  
Instructor: Frank Corbett, Tom Langley, Scott Newcomer
2. Online: Roof Installation - 3 CE - Roofing  
Instructors: Frank Corbett, Tom Langley, Scott Newcomer

c. ICA - Inspection Certification Associates

1. LiveWeb: A Focus on Plumbing Systems - 5 CE - Plumbing  
Instructors: Clinet Laney, Floyd Gibbs, Patrick Hardy, Rob Ruggiero
2. LiveWeb: Advanced Heating Systems Inspection - 6 CE - Heating  
Instructors: Clinet Laney, Floyd Gibbs, Patrick Hardy, Rob Ruggiero
3. LiveWeb: Alternative Homes - 2 CE - Other  
Instructors: Clinet Laney, Floyd Gibbs, Patrick Hardy, Rob Ruggiero
4. LiveWeb: Business Finance Basics and Planning for Growth - 2 CE - Other  
Instructors: Clinet Laney, Floyd Gibbs, Patrick Hardy, Rob Ruggiero
5. LiveWeb: HVAC: Advanced Ventilation and Insulation Inspection - 5 CE - Ventilation & Insulation  
Instructors: Clinet Laney, Floyd Gibbs, Patrick Hardy, Rob Ruggiero
6. LiveWeb: Inspecting Electrical - 8 CE - Electrical  
Instructors: Clinet Laney, Floyd Gibbs, Patrick Hardy, Rob Ruggiero
7. LiveWeb: Inspecting the Exterior - 4 CE - Exterior  
Instructors: Clinet Laney, Floyd Gibbs, Patrick Hardy, Rob Ruggiero
8. LiveWeb: Inspecting Roof Components - 4 CE - Roofing  
Instructors: Clinet Laney, Floyd Gibbs, Patrick Hardy, Rob Ruggiero
9. LiveWeb: Inspecting Structural Components - 4 CE - Structure  
Instructors: Clinet Laney, Floyd Gibbs, Patrick Hardy, Rob Ruggiero
10. LiveWeb: Pool, Spa, and Sprinkler System Inspections - 2 CE - Other  
Instructors: Clinet Laney, Floyd Gibbs, Patrick Hardy, Rob Ruggiero
11. LiveWeb: Professional Responsibilities and Ethics - 2 CE - Standards  
Instructors: Clinet Laney, Floyd Gibbs, Patrick Hardy, Rob Ruggiero
12. LiveWeb: Reviewing Report Writing - 2 CE - Report Writing  
Instructors: Clinet Laney, Floyd Gibbs, Patrick Hardy, Rob Ruggiero
13. LiveWeb: Smart Homes - 2 CE - Other  
Instructors: Clinet Laney, Floyd Gibbs, Patrick Hardy, Rob Ruggiero
14. LiveWeb: Well and Septic Inspections - 2 CE - Plumbing
15. Online: A Focus on Plumbing Systems - 5 CE - Plumbing  
Instructors: Clinet Laney, Floyd Gibbs, Patrick Hardy, Rob Ruggiero
16. Online: Advanced Heating Systems Inspection - 6 CE - Heating  
Instructors: Clinet Laney, Floyd Gibbs, Patrick Hardy, Rob Ruggiero
17. Online: Alternative Homes - 2 CE - Other  
Instructors: Clinet Laney, Floyd Gibbs, Patrick Hardy, Rob Ruggiero
18. Online: Business Finance Basics and Planning for Growth - 2 CE - Other  
Instructors: Clinet Laney, Floyd Gibbs, Patrick Hardy, Rob Ruggiero
19. Online: HVAC: Advanced Ventilation and Insulation Inspection - 5 CE - Ventilation & Insulation  
Instructors: Clinet Laney, Floyd Gibbs, Patrick Hardy, Rob Ruggiero
20. Online: Inspecting Electrical - 8 CE - Electrical  
Instructors: Clinet Laney, Floyd Gibbs, Patrick Hardy, Rob Ruggiero
21. Online: Inspecting the Exterior - 4 CE - Exterior  
Instructors: Clinet Laney, Floyd Gibbs, Patrick Hardy, Rob Ruggiero
22. Online: Inspecting Roof Components - 4 CE - Roofing

- Instructors: Clinet Laney, Floyd Gibbs, Patrick Hardy, Rob Ruggiero
23. Online: Inspecting Structural Components - 4 CE - Structure  
Instructors: Clinet Laney, Floyd Gibbs, Patrick Hardy, Rob Ruggiero
  24. Online: Pool, Spa, and Sprinkler System Inspections - 2 CE - Other  
Instructors: Clinet Laney, Floyd Gibbs, Patrick Hardy, Rob Ruggiero
  25. Online: Professional Responsibilities and Ethics - 2 CE - Standards  
Instructors: Clinet Laney, Floyd Gibbs, Patrick Hardy, Rob Ruggiero
  26. Online: Reviewing Report Writing - 2 CE - Report Writing  
Instructors: Clinet Laney, Floyd Gibbs, Patrick Hardy, Rob Ruggiero
  27. Online: Smart Homes - 2 CE - Other  
Instructors: Clinet Laney, Floyd Gibbs, Patrick Hardy, Rob Ruggiero
  28. Online: Well and Septic Inspections - 2 CE - Plumbing  
Instructors: Clinet Laney, Floyd Gibbs, Patrick Hardy, Rob Ruggiero

d. InterNACHI - International Association of Certified Home Inspectors

1. Online: Introduction to Home Inspections Course - 25 CE - Other  
Instructor: Benjamin Gromicko

2023 Pro Inspectors Convention, Atlantic City NJ - 10/12-14/23

- Class: Common Defects of Chimneys & Fireplaces - 2 CE - Fireplaces & Solid Fuel Burning
1. Appliances  
Instructor: Jerry Isenhour
  2. Class: Drone Training for Home Inspectors - 2 CE - Other  
Instructor: Evan Elliot
  3. Class: EIFS, Stucco, MSV & Water Intrusion - 2 CE - Exterior  
Instructor: Ron Huffman
  4. Class: Electricity Simplified for Home Inspectors - 2 CE - Electrical  
Instructor: Lou Henderson
  5. Class: Introduction to Sewer Scopes - 2 CE - Plumbing  
Instructor: Jim Krumm
  6. Class: Solar Basics - 2 CE - Electrical  
Instructor: Thomas Valosin
  7. Class: How to Inspect a Commercial Kitchen - 2 CE  
Instructor: Britt Treece
  8. Class: Introduction to Cost-to-Cure Reports and Estimating Useful Life of Commercial Systems - 2CE  
Instructor: Lance Coffman
  9. Class: Moving from Residential to Commercial Inspections - 2 CE  
Instructor: Rob Claus
  10. Class: Understanding the Commercial Standards of Practice - 2 CE  
Instructor: Rob Claus

e. McKissock

1. OL Correspondence: Home System, Appliance, and Peripheral Inspection - 2 CE - Other  
Instructor: Michael Gelsick

2. OL Correspondence: Mold Overview for Home Inspections - 3 CE - Other  
Instructor: Peter Hawley
3. OL Correspondence: Residential Properties and Radon Inspections - 3 CE - Other  
Instructor: Michael Leighty
4. Online: Home System, Appliance, and Peripheral Inspection - 2 CE - Other  
Instructor: Peter Hawley
5. Online: Mold Overview for Home Inspections - 3 CE - Other  
Instructor: Peter Hawley
6. Online: Residential Properties and Radon Inspections - 3 CE Other  
Instructor: Michael Leighty

f. Vector Solutions

1. Online: Decks, Stairs, Rails for Home Inspectors (RV-10597) - 2 CE - Exterior  
Instructor: Michael D. Conley
2. Online: Green Building Technology for Home Inspectors (RV-10598AW) - 2 CE - Structure  
Instructor: Michael D. Conley
3. Online: Inspecting for & Filling Out the 4-Point Form (RV-10529) - 1 CE - Report Writing  
Instructor: Michael D. Conley
4. Online: Introduction to Sustainable Roof Technologies (RV-10352AW) - 2 CE - Roofing  
Instructor: Rumanda Young
5. Online: Report Writing for Home Inspectors (RV-10535) - 1 CE - Report Writing  
Instructor: William Siegel
6. Online: Stucco in Home Building for Home Inspectors (RV-10596AW) - 2 CE - Exterior  
Instructor: Michael D. Conley

Motion by Sara Hawkins to approve all classes in Section III, with the exception of InterNACHI d. 7, d. 8, d. 9, and d. 10. 2<sup>nd</sup> by Scott. The motion carried.

Motion by Sara Hawkins to deny approval of InterNACHI d. 7, d. 8, d. 9, and d. 10. 2<sup>nd</sup> by Scott. The motion carried.

**III. Continuing Education Course Approval Ratification**

a. ABC Home Inspection Institute - 2023 Continuing Education Training

Conway - 8/24-25/23; Cave City - 9/7-8/23; Zoom - 9/21-22/23, 10/12-13/23, 10/26-27/23, 11/9-10/23, 11/30-12/1/23

1. Class/Zoom: How to Inspect Structural Systems of a Home CE-2023-115  
Instructors: Alton Darty, Joe Maxwell, Joshua Perry
2. Class/Zoom: Standards of Practice CE-2023-116  
Instructors: Alton Darty, Joe Maxwell, Joshua Perry
3. Class/Zoom: 2020 National Electrical Code Changes CE-2023-117  
Instructors: Alton Darty, Joe Maxwell, Joshua Perry

b. ICA - Inspection Certification Associates

Fayetteville - 9/29 and 10/8/23; Little Rock - 11/10 and 11/19/23

1. **Class: History of Homes - 8 CE - Other**  
**Instructor: Floyd Gibbs**

CE-2023-118

Motion by Laney to ratify staff's approval of all classes listed in Section III. 2<sup>nd</sup> by Scott. The motion carried.

**Finance**—Brian asked Susan Miller to present the Financial Report. Susan then reviewed the AASIS Reports for each division with the Board. Scott moved to accept the report. 2<sup>nd</sup> by Laney. The motion carried.

**Complaints**—Brian asked Diana to present the Investigator's Report. She reported a brief update on the status of complaints. Currently, there are approximately 70 open appraiser complaints and 35 open home inspector complaints. A brief discussion was held pointing out the benefits of a third party ruling on complaints.

At this time, Diana mentioned two home inspector Cases. Case 23-0052 and Case 23-0053. Both cases involve home inspectors who work together. In Case 23-0052, the home inspector answered a question on his initial application regarding his criminal history incorrectly. He also completed approximately 166 home inspection reports from 01/13/2023 to 08/18/2023, without an active home inspector registration. In Case 23-0053, the home inspector answered a question on her initial application incorrectly regarding her criminal history. Her home inspector registration is inactive; however, she signed an attestation that she has not completed any home inspection reports during the calendar year 2023. A lengthy discussion followed.

Laney moved that in Case 23-0052 the board offer a consent agreement with the following requirements. Six months' probation with a monthly log submitted each month. A \$500 civil penalty due by December 1, 2023. If the civil penalty is not paid in full by this date, the respondent will not be allowed to renew his home inspection registration. In addition, all other renewal requirements must be completed by December 1, 2023. The respondent must also pay a \$4,500 civil penalty for practicing without a valid registration. This penalty is due by December 1, 2023. If not paid in full by this date, respondent will be not allowed to renew his home inspector registration. In addition, all other renewal requirements must be completed by December 1, 2023. 2<sup>nd</sup> by Scott. The motion carried unanimously.

Laney moved that in Case 23-0053 the board offer a consent agreement with the following requirements. Six months' probation with a monthly log submitted each month. A \$500 civil penalty due by December 1, 2023. If the civil penalty is not paid in full by this date, the respondent will not be allowed to renew her home inspection registration. In addition, all other renewal requirements must be completed by December 1, 2023. 2<sup>nd</sup> by Scott. The motion carried unanimously.

At 11:45 am, Mr. Pender left the meeting.

**Director's Report**—Brian asked Diana to present the Director's Report. Diana presented two small items. First, that the State Registered and Registered Apprentice appraiser's renewals will begin on November 1, 2023. We will migrate to the Electronic Licensing Platform at that time. Also, the first week of March 2024, the Appraisal Subcommittee should be here to complete our compliance review. Please save the date for the Board meeting. Brian asked for a motioned to approve the Director's report. Scott moved to approve the report. 2<sup>nd</sup> by Wally Loveless. The motion carried.

## **XI. New Business**

1. Scott moved to approve board member expense reimbursements, board member stipends and food purchases for board meetings and hearings for 2023. 2<sup>nd</sup> by Laney. The motion carried.
2. Diana reminded the board members that the Statement of Financial Interest must be filed with the Secretary of States' office as soon as possible. If you would like for us to hand deliver a copy for you, please let us know.
3. Sara Stephens moved to adopt the 2020-2021 USPAP edition for 2023. 2<sup>nd</sup> by Scott. The motion carried unanimously.
4. Diana reminded the board members of the board meeting dates for the remainder of 2023 and the year of 2024.
5. Diana explained that this is a State owned, smoke and tobacco free building.
6. Chair Brian Hester mentioned that he will have a list of committee member appointments at the November meeting.

## XII. Old Business

There was no old business for discussion.

## XIV. Other Business

The next board meeting is November 9, 2023, at 10:00 am.

## XV. Adjournment

Brian Hester asked for a motion to adjourn the meeting. Sara Stephens made the motion. 2<sup>nd</sup> by Wally. The motion carried unanimously.

  
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Brian Hester, Chairman