

**State Board of Appraisers, Abstracters, and Home Inspectors**  
**Department of Labor and Licensing**  
**Board Meeting**  
**March 7, 2024**

The regular meeting of the State Board of Appraisers, Abstracters, and Home Inspectors was held on March 9, 2024, at 9:00 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**

The Chairman, Brian Hester, called the meeting to order at 9:00 a.m.

**II. Introduction of Guests**

Brian introduced and welcomed our new Attorney General representative, Michael Bynum. Other guests attending: Lacie Kirchner, ADLL Managing Attorney; via Zoom: Melissa Bond, Bryan Broach, and Ben Trotter.

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

Susan Miller, Business Operations Manager, called the roll.

Board Members present: Laney Briggs, Michael Griffino, Sara Hawkins, Brian Hester, Wally Loveless, Julie Matthews, Scott McKennon, Sara Stephens, and Daniel Storlie.

Board Member absent: Jim Pender.

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

**IV. Adoption of Meeting Agenda**

Brian asked for a motion to adopt the meeting agenda. Scott McKennon moved to adopt the meeting agenda. 2<sup>nd</sup> by Julie Matthews.

**V. Approval of Board Meeting Minutes**

Brian introduced the Board Minutes for January 11, 2024, for review and approval by the Board. Motion by Julie Matthews to approve the minutes. 2<sup>nd</sup> by Scott McKennon. The motion carried.

**VI. Chairman's Report**

Nothing to report at this meeting.

**VII. Director's Report**

The Director's report was presented by Diana Piechocki, Director

- A. The Appraisal Subcommittee compliance review was tentatively changed to October 21-24, 2024. The board will need to schedule a special board meeting when we receive the exact date or change our November 7, 2024, meeting to the earlier date.
- B. The February 15, 2024, Occupational License Subcommittee Meeting to discuss the Appraiser Division went well. The report was approved by the Arkansas Legislative Council on February 16, 2024. Thanks to Brian Hester and Scott McKennon who attended.
- C. Reminder that the board members whose terms expire April 15, 2024, need to reapply. This includes Scott McKennon, Daniel Storlie, Jim Pender, Michael Griffino, Sara Hawkins and Laney Briggs.
- D. The Appraiser rule change for the adoption of the Practical Applications of Real Estate Appraisal (PAREA) was approved by Rules Subcommittee and the Arkansas Legislative Council. This change went into effect on February 5, 2024.
- E. The proposed rules combining all three divisions was submitted to the Governor's Office for approval. The previous rules were repealed, and the new proposed rules are organized into five chapters. These proposed rules have been approved by the Department of Labor and Licensing and Diana and the Board are waiting for approval from the Governor's Office. We will discuss the proposed rules when we have received approval to move forward.
- F. Thank you for submitting your Statement of Financial Interest on time.
- G. Legislative Auditors are examining board member meals, and Diana does not foresee any issues with this audit.
- H. Staff performance evaluations are coming due soon, and the way evaluations are done has changed. Evaluations have gone from five categories to four categories.
- I. Appraisers will apply for initial licensing or renewal of their existing licenses utilizing ELP beginning April 1, 2024. No mandatory uploads will be required for appraisers. Existing appraiser accounts will not be migrated into ELP. Instead, appraisers will have to create their own account in ELP. In the time leading up to April 1<sup>st</sup> and beyond, emails will be sent to the appraisers announcing the changes and then follow-up emails reminding appraisers of the changes.
- J. At the last board meeting home inspector late fees and how these late fees are calculated was discussed. The proposed rule changes for home inspectors changes how home inspectors are reinstated (similar to appraisers).
- K. Diana reported that she spoke with Secretary Bassett about the combining of our division's funds. He is in support of this, however, it will take legislation at the General Session in 2025.
- L. Ratify Director's report

Scott McKennon moved to approve the Director's report. 2<sup>nd</sup> by Julie Matthews. The motion carried.

### VIII. Staff Reports

- A. Investigator's Report
  - 1. Appraiser's Report – Diana Piechocki, Executive Director

- i. Since the last board meeting, we have held two Jurisdiction Committee meetings and eight Probable Cause Hearings. Thanks so much for the hard work from Board members Brian Hester, Scott McKennon, and AAG Lacie Kirchner who participated in the hearings.

**Summary of Jurisdiction Committee Meetings**

<b><u>Date</u></b>	<b><u>Case #</u></b>	<b><u>Basis/Allegations</u></b>	<b><u>Recommendation</u></b>
01/24/2024	23-1126	Errors & Omissions	No Jurisdiction
01/24/2024	23-1128	Errors & Omissions	No Jurisdiction

**Summary of Probable Cause Panel**

<b><u>Date</u></b>	<b><u>Case #</u></b>	<b><u>Basis/Allegations</u></b>	<b><u>Recommendation</u></b>
01/24/2024	23-1094	Violations of USPAP	Consent Agreement

Appraiser A: Completion of a 4-hour Ethics, Competency, and Negligence class within the next six months through the Appraisal Foundation's Corrective Education Program. The class requires the passing of a comprehensive exam. The class does not qualify for continuing education credit. Appraiser B: Dismissed

01/24/2024	23-1096	Errors & Omissions	Dismiss
01/24/2024	23-1097	Violation of USPAP	Full Board Meeting
01/24/2024	23-1098	Violation of USPAP	Consent Agreement

Completion of a 4-hour Appraiser Self-Protection: Documentation and Record Keeping class, 4-hour Scope of Work: Appraisal and Inspections class, and a 4-hour Sales Comparison Approach Reconciliation class through the Appraisal Foundation's Corrective Education Program. Each class requires the passing of a comprehensive exam. These classes do not qualify for continuing education credit. These courses must be completed within the next six months.

09/27/2024	23-1101, 21-1046 & 21-1048	Violation of USPAP	Consent Agreement
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Completion of a 4-hour Missing Explanations, a Residential Report Writing versus Form Filing, Ethics, Competency, and Negligence class, and a 4-hour Sales Comparison Approach Reconciliation class through the Appraisal Foundation's Corrective Education Program. Each class requires the passing of a comprehensive exam. These classes do not qualify for continuing

education credit. These courses must be completed within the next six months.

09/27/2023 23-1104 Errors & Omissions Dismiss

So far in 2024 we have received two complaints, with two since the last board meeting.

Julie Matthews moved to accept the appraiser's report. 2<sup>nd</sup> by Sara Stephens. The motion carried.

2. Home Inspector's Report – Devin Parker, Administrative Analyst

- i. **HI-A:** Completed 80hrs of Pre-Registration Education in 2021, completed his exams in 2023. He is asking for a waiver for the 1-Year time limit to apply and get his license. This is the only thing that is keeping him from being registered.

Sara Stephens moved for the home inspector take 28 hours of education. 2<sup>nd</sup> by Julie Matthews. The motion carried.

- ii. **HI-B:** Reciprocal License, will the Board accept HI-B's TN exam, so he can be issued a full license? He currently has a 90-day Provisional License that expires on May 21, 2024. He is not opposed to taking the NHIE.

Michael Griffino moved for the home inspector to complete the necessary national exam(s). 2<sup>nd</sup> by Sara Stephens. The motion carried.

- iii. **HI-C: (He would like to address the Board himself)** Forgot to renew his license for the year of 2023. Due to traumatic events that took place with his family, he ultimately forgot to renew through ELP, although all other aspects to maintain his license were kept updated. He tried to renew in for 2024 and realized his mistake and has stopped performing home inspections immediately. He has completed 40 Home Inspections during the time his license was expired. As way of showing how sincere he is about making this mistake, he has taken 30hrs of online CE. He has not been able to find courses to fulfill his 8hr classroom/live stream requirement, due to this, he asks that the board waive this requirement and accept his online hours to count towards his renewal requirement. I believe that offering a consent agreement that follows the same criteria of previous cases, given the number of inspections completed while expired, this would be a \$1,100 fine with a 6-month probationary period after reactivating his license would be an appropriate course of action. If denied, we can schedule a hearing.

Scott McKennon moved for the home inspector to complete 28 hours of education, pay a fine and present the home inspector with a consent agreement. 2<sup>nd</sup> by Michael Griffino. The motion carried.

- iv. **HI-D:** This home inspector is late renewing his license, due to being in a major motorcycle accident (has provided pictures as proof of this) on December 11<sup>th</sup>. He has been recovering from his injuries and is about to be cleared to go back to work in the next two weeks. He would like to go ahead and renew his license so he can immediately go back to work as soon as possible, but he has been unsuccessful in finding livestream courses to meet his CE requirement. He is asking, that due to circumstances, the board to waive the CE requirement to renew his license this year, or allow him to submit online courses to renew. Scott McKennon motioned not to wave and Michael Griffino 2<sup>nd</sup>.

Scott McKennon moved for the home inspector to complete 14 hours of education to renew. 2<sup>nd</sup> by Michael Griffino. The motion carried.

Sara Hawkins moved to accept the home inspector's report. 2<sup>nd</sup> by Julie Matthew. The motion carried.

## **IX. Committee Reports**

### **A. Education Committee Report – Sara Stephens, Vice Chair**

1. **Appraiser Course Approval**
  - a. **American Society of Farm Managers and Rural Appraisers (ASFMRA)**
    1. **Class: AS050 – Timber Property Valuation – 8 CE, Instructor: Mark Lewis**
  - b. **Appraisal Institute**
    1. **Class: AI006 - Application & Interpretation of Simple Linear Regression – 14 CE; 15 CEE, Instructor: Mark Smeltzer**
    2. **Class/Synch: AI022 - The Appraiser as an Expert Witness: Preparation and Testimony – 15 CE; 16 CEE, Instructor: Bryan Reynolds**
    3. **Online: AE049 - Appraiser Liability 101: Essential Concepts - 4 CE, Instructor(s): Peter Christensen, IDECC Exp: 12/17/2025**
    4. **Online: AE050 - Appraising Complex Properties with Unique Characteristics - 3 CE, Instructor(s): Bryan Reynolds, IDECC Exp: 10/22/2025**
    5. **Online: AE051 - Learning Home Measurement - Video Series - 5 CE, Instructor(s): David Hampton "Hamp" Thomas, IDECC Exp: 9/16/2025**

Julie Matthews moved to approve the courses. 2<sup>nd</sup> by Scott McKennon. The motion carried.

### **2. Appraiser Individual Credit**

- a. Fred Rausch (CG 23) is requesting fourteen (14) hours credit for *Stats, Graphs, and Data Science 1*, presented by George Dell's Valuemetrics Info Appraisal Education as an online course taken January 10, 11, 17, 18, 2024

Julie Matthews moved to accept this course if it has IDEC approval. 2<sup>nd</sup> by Scott McKennon. The motion carried.

- b. Daniel Storlie (CR4362) is requesting 15-hours for General Market Analysis & Highest and Best Use "B" on May 25-26, 2021, with exam; 15-hours General Sales Comparison "B" on April 27-28, 2021 with exam; and 15-hours General Report Writing "B" on July 6-7, 2021 with exam. All three courses were taken from RCI Career Enhancements. The courses are all approved as 30-hour courses. However, Mr. Storlie only completed the hours required to upgrade to Certified General.

Scott McKennon moved to approve the request. 2<sup>nd</sup> by Julie Matthews. The motion carried. Daniel Storlie recused from the vote.

### 3. Home Inspector CE Course Renewal Approval

#### a. McKissock 100% Education

1. OLCorr: A Guide to Practical & Successful Reporting - 4 CE - Report Writing (CEC-2023-82; exp 5/19/24), Instructor(s): Peter Hawley
2. Online: A Guide to Practical & Successful Reporting - 4 CE - Report Writing (CEC-2023-83; exp 5/19/24), Instructor(s): Peter Hawley
3. OLCorr: Conventional Heating & Cooling Inspections - 6 CE – HVAC (CEC-2023-45; exp 5/19/24), Instructor(s): Michael Leighty
4. Online: Conventional Heating and Cooling Inspections - 6 CE – HVAC (CEC-2023-46; exp 5/19/24), Instructor(s): Michael Leighty
5. OLCorr: Exterior Inspections: Siding, Garages and Carports - 3 CE – Exterior (CEC-2023-47; exp 5/19/24), Instructor(s): Michael Leighty
6. Online: Exterior Inspections: Siding, Garages and Carports - 3 CE – Exterior (CEC-2023-48; exp 5/19/24), Instructor(s): Michael Leighty
7. OLCorr: Fireplace Inspections - 2 CE - Alternate Heating (CEC-2023-49; exp 5/19/24), Instructor(s): Michael Leighty
8. Online: Fireplace Inspections - 2 CE - Alternate Heating (CEC-2023-50; exp 5/19/24), Instructor(s): Michael Gelsick
9. OLCorr: Framing Inspections: Floors, Walls and Roof - 3 CE – Structure (CEC-2023-51; exp 5/19/24), Instructor(s): Michael Leighty
10. Online: Framing Inspections: Floors, Walls and Roof - 3 CE – Structure (CEC-2023-52; exp 5/19/24), Instructor(s): Michael Leighty
11. OLCorr: Home Inspection: Getting Started & Creating an Inspection Report - 1 CE - Report Writing (CEC-2023-53; exp 5/19/24), Instructor(s): Michael Leighty

12. Online: Home Inspection: Getting Started & Creating an Inspection Report - 1 CE - Report Writing (CEC-2023-54; exp 5/19/24), Instructor(s): Michael Leighty
13. OLCorr: Inspecting Water Heaters - 2 CE – Plumbing (CEC-2023-55; exp 5/19/24), Instructor(s): Michael Leighty
14. Online: Inspecting Water Heaters - 2 CE – Plumbing (CEC-2023-56; exp 5/19/24), Instructor(s): Michael Gelsick
15. OLCorr: Inspection of Foundations - 2 CE – Structure (CEC-2023-57; exp 5/19/24), Instructor(s): Michael Leighty
16. Online: Inspection of Foundations - 2 CE – Structure (CEC-2023-58; exp 5/19/24), Instructor(s): Michael Leighty
17. OLCorr: Inspection of Plumbing Systems - 2 CE – Plumbing (CEC-2023-59; exp 5/19/24), Instructor(s): Michael Leighty
18. Online: Inspection of Plumbing Systems - 2 CE – Plumbing (CEC-2023-60; exp 5/19/24), Instructor(s): Michael Leighty
19. OLCorr: Interior Inspections - 1 CE – Interior (CEC-2023-61; exp 5/19/24), Instructor(s): Michael Leighty
20. Online: Interior Inspections - 1 CE – Interior (CEC-2023-62; exp 5/19/24), Instructor(s): Michael Leighty
21. OLCorr: Introduction to Inspecting Built-In Appliances - 1 CE – Other (CEC-2023-63; exp 5/19/24), Instructor(s): Michael Leighty
22. Online: Introduction to Inspecting Built-In Appliances - 1 CE – Other (CEC-2023-64; exp 5/19/24), Instructor(s): Michael Leighty
23. OLCorr: Introduction to Inspecting Cooling Systems - 1 CE - Air Conditioning (CEC-2023-65; exp 5/19/24), Instructor(s): Michael Leighty
24. Online: Introduction to Inspecting Cooling Systems - 1 CE - Air Conditioning (CEC-2023-66; exp 5/19/24), Instructor(s): Michael Leighty
25. OLCorr: Introduction to Inspecting Heating Systems - 2 CE – Heating (CEC-2023-67; exp 5/19/24), Instructor(s): Michael Leighty
26. Online: Introduction to Inspecting Heating Systems - 2 CE – Heating (CEC-2023-68; exp 5/19/24), Instructor(s): Michael Leighty
27. OLCorr: Modern Roof & Attic Ventilation Systems - 2 CE - Insulation & Ventilation (CEC-2023-41; exp 5/19/24), Instructor(s): Michael Leighty
28. Online: Modern Roof & Attic Ventilation Systems - 2 CE - Insulation & Ventilation (CEC-2023-42; exp 5/19/24), Instructor(s): Michael Leighty
29. OLCorr: Mold and Home Inspections: An Overview - 2 CE – Other (CEC-2023-37; exp 5/19/24) Instructor(s): Michael Leighty
30. Online: Mold and Home Inspections: An Overview - 2 CE – Other (CEC-2023-38; exp 5/19/24) Instructor(s): Michael Leighty
31. OLCorr: Pests and Environmental Hazards - 1 CE – Other (CEC-2023-69; exp 5/19/24), Instructor(s): Michael Leighty

32. Online: Pests and Environmental Hazards - 1 CE – Other (CEC-2023-70; exp 5/19/24), Instructor(s): Michael Leighty
33. OLCorr: Plumbing Cross Connections & Issues for Home Inspectors - 2 CE – Plumbing (CEC-2023-39; exp 5/19/24), Instructor(s): Michael Leighty
34. Online: Plumbing Cross Connections & Issues for Home Inspectors - 2 CE – Plumbing (CEC-2023-40; exp 5/19/24), Instructor(s): Michael Leighty
35. OLCorr: Pool, Spa and Sauna Inspections - 1 CE – Other (CEC-2023-71; exp 5/19/24), Instructor(s): Michael Leighty
36. Online: Pool, Spa and Sauna Inspections - 1 CE – Other (CEC-2023-72; exp 5/19/24), Instructor(s): Michael Leighty
37. OLCorr: Radon & Home Inspections: An Overview - 2 CE – Other (CEC-2023-43; exp 5/19/24), Instructor(s): Michael Leighty
38. Online: Radon & Home Inspections: An Overview - 2 CE – Other (CEC-2023-44; exp 5/19/24), Instructor(s): Michael Leighty
39. OLCorr: Structural Home Inspections - 2 CE – Structure (CEC-2023-73; exp 5/19/24), Instructor(s): Michael Leighty
40. Online: Structural Home Inspections - 2 CE – Structure (CEC-2023-74; exp 5/19/24), Instructor(s): Michael Gelsick
41. OLCorr: The Complete Roof Inspection - 2 CE – Roofing (CEC-2023-84; exp 5/19/24), Instructor(s): Michael Leighty
42. Online: The Complete Roof Inspection - 2 CE – Roofing (CEC-2023-85; exp 5/19/24), Instructor(s): Michael Leighty
43. OLCorr: The Components of Electrical Systems - 2 CE – Electrical (CEC-2023-75; exp 5/19/24), Instructor(s): Michael Leighty
44. Online: The Components of Electrical Systems - 2 CE – Electrical (CEC-2023-76; exp 5/19/24), Instructor(s): Michael Leighty
45. OLCorr: The Importance of Insulation - 1 CE - Insulation & Ventilation (CEC-2023-77; exp 5/19/24), Instructor(s): Michael Leighty
46. Online: The Importance of Insulation - 1 CE - Insulation & Ventilation (CEC-2023-78; exp 5/19/24), Instructor(s): Michael Leighty
47. Online: Understanding the Anatomy of Construction Defects - 2 CE – Structure (CEC-2023-79; exp 5/19/24), Instructor(s): Michael Leighty
48. Online: Water Management: Proper Grading & Drainage Slopes of Foundations - 1 CE – Structure (CEC-2023-81; exp 5/19/24), Instructor(s): Michael Leighty
49. OLCorr: Water Management: Proper Grading and Drainage Slopes from Foundations - 1 CE – Structure (CEC-2023-80; exp 5/19/24), Instructor(s): Michael Gelsick

Michael Griffino moved to approve the renewal of the courses. 2<sup>nd</sup> by Julie Matthews. The motion carried.

Scott McKennon offered a motion for the Board staff to approve renewals. Sara Hawkins moved to approve the motion. 2<sup>nd</sup> by Michael Griffino.

4. Home Inspector CE Course Approval

a. AAREI Spring Seminar 2024 - 3/29-30/2024 - UALR EIT Bldg, 2801 S University, Little Rock AR

1. Class: 2023 NEC Changes & Common Defects - 2 CE - Electrical  
Instructor(s): Michael Casey
2. Class: Air Conditioning & Heat Pumps - 2 CE - HVAC  
Instructor(s): Michael Casey
3. Class: Built-In Appliance Inspection - 2 CE - Other  
Instructor(s): Michael Casey
4. Class: Electric Panel & System Inspection - 2 CE - Electrical  
Instructor(s): Michael Casey
5. Class: Manufactured Housing inspection - 2 CE - Other  
Instructor(s): Michael Casey
6. Class: Photovoltaics & Electric Panels for Home Inspectors - 2 CE - Electrical  
Instructor(s): Michael Casey
7. Class: Report Writing & Risk Management - 2 CE - Report Writing  
Instructor(s): Michael Casey

b. AHIT

1. Online: Water Heating Systems and Plumbing Acronyms - 3 CE - Plumbing  
Instructor(s): Steven O'Donnell

c. ASHI Virtual Summit

1. Online: A Guide to Good Electrical Inspections - 2 CE - Electrical  
Instructor(s): Mike Twitty
2. Online: Advanced Heating - 2 CE - Heating  
Instructor(s): David Goldstein
3. Online: AHSI Standard Predrywall Inspections, Part 1 - 2 CE - Interior  
Instructor(s): Bruce Barker
4. Online: AHSI Standard Predrywall Inspections, Part 2 - 2 CE - Interior  
Instructor(s): Bruce Barker
5. Online: Condensate & Combustion Air - 2 CE - Other

Instructor(s): Dan McLaughlin

6. Online: Intro to Chimney Inspections - 2 CE - Alternate Heating  
Instructor(s): John Ceasar
7. Online: Masonry Installation, Repair and Restoration - 2 CE - Exterior  
Instructor(s): Michael Bryan
8. Online: Report Writing Advanced Strategies: Managing Expectations - 2 CE -  
Report Writing, Instructor(s): Dylan Chalk

d. InterNACHI

1. Class: How to Inspect for Moisture Intrusion - 2 CE - Exterior  
Instructor(s): Andrew Kuszak
2. Class: 25 Standards Every Inspector Should Know - 5 CE - Standards  
Instructor(s): Andrew Kuszak

Julie Matthews moved to approve the courses. 2<sup>nd</sup> by Scott McKennon. The motion carried.

B. Financial Committee Report – Sara Hawkins, Treasurer

1. Appraiser, Abstractor and Home Inspector
  - a. AASIS Report

Scott McKennon moved to accept the report. 2<sup>nd</sup> by Julie Matthews. The motion carried.

**X. New Business**

- A. The Board requested that Diana contact the Governor's Office and report that Jim Pender, a member of the Board, has missed three Board meetings.

Scott McKennon moved to approve the request. 2<sup>nd</sup> by Julie Matthews. The motion carried.

**XI. Old Business**

- A. Approval of the proposed Mission Statement

Sara Stephens moved to approve the mission statement. 2<sup>nd</sup> by Julie Matthews. The motion carried.

**XII. Other Business**

- A. The next Board meeting is May 9, 2024, at 10:00 am

## Jimmie Sue Puckett

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**From:** Katie Cooper <katie@ati-training.com>  
**Sent:** Wednesday, November 29, 2023 12:28 PM  
**To:** Jimmie Sue Puckett  
**Subject:** Re: Board Appointments Made

We did have Arkansas students in September, October, and November. Below are their names. They are all completed and studying for their licensing exam.

- Bradford Loomis
- Curt Wilson
- Jordan Schwartz
- Aaron Anderson
- John Colliver
- Jonathan Baker
- Halen Boyd
- Gayland Toland
- Cody Vines
- Jeremy Postlethwait
- Jeremy Drew

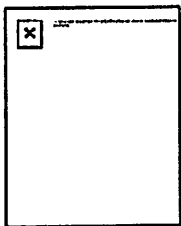
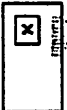
*Sara  
Daniel*

We have closed enrollment for Arkansas except for in-person training and the Black Friday link has been removed. We have also updated the 5 steps to become a home inspector in Arkansas. We would have never enrolled Arkansas students into the Zoom class had we known it was no longer allowed.

I appreciate your assistance with this matter and consideration.

Have a great day!

Kind regards,



**Katie Cooper**  
Director Of Compliance and Academic Affairs  
ATI Training



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**XIII. Adjourn**

Julie Matthews moved to adjourn. 2<sup>nd</sup> by Scott McKennon. The motion carried.

*Julie Matthews*