

**State Board of Appraisers, Abstracters, and Home Inspectors**  
**Department of Labor and Licensing**  
**900 West Capitol Avenue, 4<sup>th</sup> Floor Board Room, Little Rock, AR 72201**  
**Board Meeting**  
**Friday, January 17, 2025**

The State Board of Appraisers, Abstracters, and Home Inspectors met on January 17, 2025, at 1:30 p.m. at 900 West Capitol Avenue, 4th Floor Board Room, Little Rock, AR. Present at the meeting were staff members Diana Piechocki, Director; Suzie Puckett, Business Operations Manager; Armistead Reasoner, Licensing Coordinator; and Devin Parker, Administrative Analyst. Assistant Attorney General Aaron Lowery was also in attendance.

Chairman Brian Hester called the meeting to order at 1:30 p.m.

Guests in attendance were Daniel Burkhead and Scott Lamb; Larry Disney, Ben Trotter and Melissa Bond attended via Zoom.

Roll call was taken by Suzie Puckett and indicated the following members present and absent:

**PRESENT**

Brian Hester  
Sara Stephens  
Sara Hawkins  
Laney Briggs (Zoom)  
Michael Griffino (Zoom)  
Wally Loveless  
Scott McKennon  
Julie Matthews  
Daniel Storlie

**ABSENT**

Jim Pender

A quorum was declared pursuant to Section 28 of Act 628 of 2023 as amended, for the purpose of conducting Board business.

Brian asked for a motion to approve the agenda. Scott McKennon moved to approve the agenda, seconded by Julie Matthews. The motion passed.

After allowing board members time to review the minutes of November 7, 2024, Brian asked for a motion to approve the minutes, Sara Stephens moved to approve the minutes, seconded by Scott. The motion passed.

Next, Brian opened the floor for nominations for Board officers for 2025. Scott moved to re-elect Brian Hester as Chairman of the Board seconded by Sara S. The motion passed. Scott moved that Sara S be re-elected as Vice Chairman, seconded by Julie. The motion passed. Scott moved that Sara Hawkins be re-elected as Treasurer, seconded by Daniel Storlie. The motion passed.

At this time, the Chairman moved to Committee Reports. The Education Committee Report was presented by Sara S.

**American Society of Farm Managers and Rural Appraisers**

- a. Class/Synch: AS066 – *Appraisal of Water Rights Seminar* – 8 CE  
Instructor(s): Lee Smith
- b. Class/Synch: AS019 – *Appraising Ag Facilities: Feedlot Seminar* – 8 CE  
Instructor(s): Brian Gatzke

Scott moved to approve these classes, seconded by Sara H. The motion passed.

**Appraisal Institute**

- a. Class/Synch: AI121 – *Appraiser’s Guide To The New URAR* – 7 CE  
Instructor(s): Craig Steinley, Scott Hartman

**Appraisal Institute – Arkansas Chapter**

- a. Class/Synch: AIA08 – *Complex Litigation Appraisal Case Studies* – 7 CE  
Instructor(s): Larry Wright

Scott moved to approve these classes, seconded by Julie. The motion passed.

**Appraiser eLearning, LLC**

- a. Class: AE061 – *2025 ACTS – Day 1* – 7 CE  
Instructor(s): Malinda Griffin, Thomas ‘Hal’ Humphreys, Melissa Tran, Jim Amorin, Bill Waltenbaugh, Hansel Dobbs, Kevin Hecht, Janeen Isaacson, Joshua Walitt
- b. Class: AE062 – *2025 ACTS – Day 2* – 7 CE  
Instructor(s): Lyle Radke, Scott Reuter, James Heaslet, Brian Barnes, Lisa Desmarais, Craig Capilla, Jeff Bradford, Joel Baker, Jake Lew, Joshua Walitt, John Dingeman, Stephanie Streep-Tuley, Candy Cooke, Christine Moline, Bryan Reynolds, Mike Brunson
- c. Class/Synch: AE063 - *Appraiser’s Guide To The New URAR* – 7 CE  
Instructor(s): Bryan Reynolds, Joel Baker

Scott moved to approve these classes, seconded by Julie. The motion passed.

**Calypso Continuing Education**

- a. Online: CC006 – *Environmental Hazards Impact on Value* – 7 CE  
Instructor(s): Francis Finigan, Amy McClellan

Scott moved to approve this class, seconded by Julie. The motion passed.

**Melissa Bond**

- a. Class/Synch: MB013 – *Valuation Bias & Fair Housing Laws and Regulations* – 7CE  
Instructor(s): Melissa Bond and Diana Jacob

Scott moved to approve this class, seconded by Julie. The motion passed.

Sara S moved on to a Home Inspector qualifying education course approval.

Inspection Certification Associates (ICA):

- a. Classroom: *Arkansas 80 Hour Classroom Course*  
Instructor(s): Floyd Gibbs, Pete Pappas

Scott moved to approve the course pending receipt of payment, seconded by Sara H. The motion passed.

Sara S continued with Home Inspector continuing education course approvals.

American Society of Home Inspectors (ASHI):

- a. Classroom: *Home Inspections on Old Houses – 4 CE*  
Instructor(s): Reuben Saltzman
- b. Classroom: *Identifying Water Intrusion at Siding During Home Inspections – 2 CE*  
Instructors(s): Reuban Saltzman
- c. Classroom: *New Construction Home Inspections – 2 CE*  
Instructors(s): Reuben Saltzman
- d. Online: *ASHI Electrical Inspections – 10 CE*  
Instructor(s): Mike Twitty

Daniel moved to approve these courses, seconded by Sara H. The motion passed.

McKissock:

- a. Online: *Design of Onsite (Septic) Wastewater Treatment Systems – 4 CE*  
Instructors(s): Ali Abdul-Aziz
- b. Online Correspondence: *Design of Onsite (Septic) Wastewater Treatment Systems – 4 CE*  
Instructor(s): Ali Abdul-Aziz
- c. Online: *Electricity and Electrical Inspections: From the Inside Out – 3 CE*  
Instructors(s): Ali Abdul-Aziz
- d. Online: *Ethical Practice for Home Inspectors – 2 CE*  
Instructors(s): Michael Gelsick
- e. Online: *Metes and Bounds – 2 CE*  
Instructor(s): Michael Leighty
- f. Online Correspondence: *Metes and Bounds – 2CE*  
Instructor(s): Michael Leighty
- g. Online Correspondence: *Understanding the Anatomy of Construction Defects – 2 CE*  
Instructor(s): Michael Leighty

Scott moved to approve the courses, seconded by Sara H. The motion passed.

**Individual Credit Request(s)**

- a. Requestor: Timothy Hennelly, HI- 1179  
Credit Requested: 8 hrs CE  
Course Title(s): CEC-2023-179: *Electrical Wiring Methods and Receptacles* – 4CE  
CEC-2023-180: *Inspecting Drain, Waste and Vent System* – 4 CE  
Provider: ASHI  
Delivery Method: Online  
Date(s) Taken: 11/25/24 and 11/15/2024

Mr. Hennelly was unaware that these courses had expired on November 9, 2024, and asked that the Board accept the completed credit hours towards his 2025 renewal. Sara S. moved to accept the individual credit course, seconded by Daniel. The motion passed.

- b. Requestor: Christopher Perry, HI-1619  
Credit Requested: 8 hrs CE  
Course Title(s): *Inspecting Asphalt Shingle Roofs Course*  
Provider: Internachi  
Delivery Method: Online  
Date(s) Taken: 1/12/2025

Mr. Perry was unaware that individual courses were approved. He believed the provider received approval and thus all its courses were approved. Sara S moved to accept the individual credit course, seconded by Scott. The motion passed.

- c. Requestor: George T. Methvin, HI-2576  
Credit Requested: 5 hrs CE  
Course Title(s): *Inspecting Wall Systems, Roofs, and Ceilings*  
Provider: ASHI  
Delivery Method: Online  
Date(s) Taken: 12/5/2024

Mr. Methvin was unaware that this course had expired on November 9, 2024, and asked that the Board accept the completed credit hours towards his 2025 renewal. Sara S moved to accept the individual credit course, seconded by Scott. The motion passed.

Next, Brian asked for the Finance Committee Report. Sara H reported that, as of today, the Board has a combined Treasury Account balance of \$2,223,204.61. Julie moved to approve the Finance Committee Report, seconded by Sara S. The motion passed.

Moving to Staff Reports, Brian asked for the Appraiser Investigator Report presented by Diana Piechocki. She reported on the following cases.

**a. Appraiser Report**

Since the last board meeting, we have held three Jurisdiction Committee and two Probable Cause Hearings. Thanks so much for the hard work from Scott and Michael Griffino who

participated in the hearings. Diana Piechocki, Director, and Suzie Puckett also participated in the hearings.

**Summary of Jurisdiction Committee Meetings**

<u>Date</u>	<u>Case #</u>	<u>Basis/Allegations</u>	<u>Recommendation</u>
12/03/2024	24-1141	Violations of USPAP	Jurisdiction
12/03/2024	24-1142	Errors and Omissions	No jurisdiction
12/03/2024	24-1143	Errors and Omissions	No jurisdiction

**Summary of Probable Cause Committee Meetings**

<u>Date</u>	<u>Case #</u>	<u>Basis/Allegations</u>	<u>Recommendation</u>
12/03/2024	23-1103	Violations of USPAP	Full Board Hearing
12/03/2024	24-1137	Violations of USPAP	Corrective Action Agreement <sup>1</sup>

<sup>1</sup>The Agreement requires that the Respondent must complete a 15-hour Residential Appraiser Site Valuation & Cost Approach class. The class must be completed in a classroom or synchronous setting within the next six months.

**b. Home Inspector Report**

Since the last board meeting, we have held three Jurisdiction Committee and two Probable Cause Hearings. Thanks so much for the hard work from Scott and Michael who participated in the hearings. Diana Piechocki, Director, and Suzie Puckett also participated in the hearings.

**Summary of Jurisdiction Committee Meetings**

<u>Date</u>	<u>Case #</u>	<u>Basis/Allegations</u>	<u>Recommendation</u>
12/03/2024	24-0073	Errors and Omissions	No jurisdiction
12/03/2024	24-0074	Violations of Standards	Jurisdiction
12/03/2024	24-0075	Violations of Standards	Jurisdiction

**Summary of Probable Cause Committee Meetings**

<u>Date</u>	<u>Case #</u>	<u>Basis/Allegations</u>	<u>Recommendation</u>
12/03/2024	24-0071	Violation of Standards	Corrective Action Agreement <sup>1</sup>

<sup>1</sup>Respondent must complete a 3-hour Inspection Report Writing and Risk Reduction class. The class, which may be completed in a classroom, synchronous, or online setting, must be completed within the next six months.

12/03/2024

24-0072

Errors and Omissions

Dismiss with Caution

Julie moved to accept the Investigator's Report, seconded by Scott. The motion passed.

The Chairman asked for the Director's Report. Diana reported briefly on the preliminary findings from the Appraiser Subcommittee Compliance Review. The preliminary findings include that the state did not verify the completion of continuing education requirements for reciprocal licensees, the state did not verify the appropriateness of the content for two real property courses related to appraisal topics, the state did not complete the enforcement procedures for four complaints by not having them resolved within the required one-year time period. The findings will be challenged. Sara S made a detailed statement supporting the challenge. Diana went on to report to the Board the findings of the legislative audit. The auditor found that the Board did not obtain the authorization to pay for and provide lunch for board meetings, made one late deposit, charged the wrong fee for abstracters, and failed to ensure there was a registered abstracter in every county. Scott moved to accept the legislative audit report, seconded by Julie. The motion passed.

Next, Diana reported the 2025 Board Meeting dates and board members whose terms expire April 15, 2025 (Brian, Sara S, Wally Loveless and Julie). She also reported that home inspector and Registered Apprentice Appraisers/State Registered Appraisers December 2024 renewals reached the 75% renewed mark. She then voiced the need to revise how the Board requires and compels home inspectors to submit their certificate of insurance and continuing education. Scott moved to suspend home inspectors who do not provide the required documentation when his or her general liability insurance expires, have the suspension posted to the home inspector website, and send a consent agreement with a \$250 civil penalty for not providing written notification of any lapse in coverage, seconded by Michael Griffino. The motion carried.

Moving to New Business, Diana brought to the board a home inspector applicant requesting a waiver. He was convicted of domestic battery third degree. Diana does not have the authority to issue his registration as this type of conviction requires the Board's approval. The Board has asked Diana to ask the applicant for a State Police background check and provide the results of the background check to the Board. Diana and Aaron Lowery will meet to discuss whether or not a waiver is necessary. Scott moved to table the waiver request and ask for a state background check and proof of when the applicant's probation ended, seconded by Julie. The motion carried.

Brian addressed the approval of Board member expense reimbursements for 2025. Scott moved to approve the expense reimbursement, seconded by Julie. The motion carried.

The Chair then brought to the attention of the Board the need to approve the Board member stipends for 2025. Scott moved to approve the 2025 stipend, seconded by Julie. The motion carried.

Brian requested the board approve food purchases for board meetings and hearings for 2025. Julie moved to approve the food purchases, seconded by Daniel. The motion carried.

Next, Brian asked the Board to adopt the 2024 USPAP for 2025. Sara S moved to adopt the 2024 USPAP, seconded by Daniel. The motion carried.

Brian asked the Board to adopt the fees for 2025 as presented.

- Appraiser Fees – Continue \$75 discount
- AMC Fees – \$500 per year registration fee
- Abstracter Fees – No discount
- Home Inspector Fees – Continue \$65 discount
- Adopt all other fees on Fee Schedules

Scott moved to adopt the fees, seconded by Sara S. The motion carried.

The Chair asked the Board to keep in place the existing Board committees. Julie moved to keep the current committees in place, seconded by Sara S. The motion carried.

At this point, Brian reported there was no old business to consider.

Brian reported that our next meeting will be on March 14, 2025, at 10:00 a.m. At this time Brian asked for a motion to adjourn the meeting. Scott moved to adjourn, seconded by Sara S. The motion passed.



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Brian Hester, Chairman