

**Minutes of the Meeting of the
Arkansas Home Inspector Registration Board
Attorney General's Building, Little Rock
September 6, 2017**

Board Members participating:

Robert Neal, Chairman	Wayne Pace	Joe Kanopsic	Bob Downum
Tom Allen	Allen Trammell	Marliese Kerr	

Board Administrator: Charlotte London
Assistant Attorney General: Julie Chavis (*Absent*)

Others Present: Governor's Office: Gail Ragland, AAREI Lobbyist: Bob Balhorn, ABC Home Inspection Institute: Joe Maxwell

Home Inspectors: Lonnie Moore, W.C. McBride, Barrett Moon, Bart Tucker, Dennis Evans
Applicant: Ernest 'Trey' Rives

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. Mr. Neal introduced and welcomed new Board member, Marliese Kerr.

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

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

III. Agenda Item III: Approval of Minutes

August 9, 2017 Minutes: Mr. Allen motioned to approve the August 9, 2017 minutes. Mr. Downum seconded and all Board members voted in favor of the motion with aye.

IV. Agenda Item IV: Financials

The Board reviewed the Financials for August.

August Available Cash	\$400,398.70
Revenue	\$1,795.00
Salary Expense	(\$3,970.12)
Postage/Office Phone	
Utilities & Rent	(\$625.00)
Board Member Travel	(\$107.52)
Background Checks	(\$198.00)
Office Supplies	\$0.00
Professional Services	
Refunds	\$0.00
Total of Expense	(\$930.52)
Burn Rate of	(\$465.26)

Mr. Kanopsic made a motion to approve the August Financials, Mr. Trammell seconded and all Board members voted in favor of the motion with aye.

V. Agenda Item V: Review of New Applicants

The Board reviewed three new applicants.

1. Scott Campbell
2. Charles Curry
3. Ernest (Trey) Rives, III

All three (3) applicants were reviewed by Board members. Mr. Neal had a question about the various names used by Mr. Rives. Mr. Rives said that he has always gone by the name 'Trey' which is what he wanted on his license. Mr. Trammell made a motion to approve all three applicants, Mr. Kanopsic seconded and all Board members voted in favor of the motion to approve the applicants with aye.

VI. Agenda Item VI Status of Complaints

1. OLD COMPLAINTS

Although Ms. Chavis was absent from the meeting, she had emailed an update on the status of the complaints to Ms. London. Mr. Neal informed the Board members of those updates.

- 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 is trying to get Consent Agreements from Mr. Williams and his Attorney, Mr. Andrew Curry.
- d. Margaret Washburn vs Jerry Hoffman, HI-1500 (2/2/2017-Notification letter mailed to Home Inspector, Mr. Hoffman responded by email dated 2/27/2017) On September 1, 2017, Ms. Chavis mailed a Consent agreement and letter to Mr. Hoffman explaining the infractions in his home inspection report.
- e. Deborah Starr vs Curtis Gordon (Not Registered) – The Board is waiting on additional information from the Real Estate Commission.
- f. Vicki Stephenson vs Nate Wilson, HI-1798 – Mr. Neal is reviewing this complaint.
- g. Cindy Conrade vs Grant Colclasure (Not Registered) (July, 2017)- Notification to HI mailed 8/15/2017, Letter was returned, 2nd Notification mailed 8/31/2017
- h. Alton Darty, HI-1496 vs Billy Howard Young, Jr. (Not Registered). Mr. Neal is waiting on additional information on this complaint.
- i. Ms. Chavis sent a letter to Dick Stoufer, HI-1108 because he had not sent in any home inspection reports as required in his Consent Agreement. She has received those reports from Mr. Stoufer and will turn them over to the Board..

2. NEW COMPLAINTS

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

1. **Professional Home Inspection Institute - (Pre-Registration Course -Renewal Request)**
Advanced Residential Home Inspection (80 Classroom Hrs) Reviewed in April and approval was denied pending receipt of additional information. Education Provider was notified about denial on May 17. Additional documents emailed by provider on

August 8, 2017. Mr. Allen made a motion to deny approval of the pre-registration course based on it having only 76 hours instead of the required 80 hours and several of the hours being taught were on the subject of radon. Mr. Kanopsic seconded the motion to deny approval and all Board members voted in favor of denying approval with aye.

2. **All American Training Institute** - *(Pre-Registration Course Renewal Request)* – Mr. Allen motioned to approve the pre-registration course, Mr. Kanopsic seconded and all Board members voted in favor of the motion to approve with aye.
3. **American Society of Home Inspectors (ASHI)** –Nine (9) CE Courses – Mr. Allen motioned to approve eight of the CE courses with one pending approval after clarification of exactly what is being taught and Mr. Pace seconded. Mr. Allen told the Board that one of the courses called ‘Code is a 4-Letter Word’ did not specify how code compliance was being taught. Mr. Neal asked Mr. Lonnie Moore about the course and Mr. Moore explained that the course does not teach Home Inspectors to be Code Inspectors. Mr. Neal asked Mr. Moore to have a letter sent to the Board to verify how code is being taught. *(Administrator Note: An email from ASHI was received by the Board later in the afternoon on 9/6/2017 stating that code was used to identify possible defects and to support findings and recommendations).*
4. **InterNACHI** –Pre-Registration Course was denied approval in June and they are requesting further review. After review of InterNACHI’s new information, Mr. Allen recommended approval of the course pending they are teaching the Arkansas Standards of Practice and not the ASHI Standards of Practice. Mr. Pace made a motion to approve pending they are teaching the difference between the Arkansas Standards and the ASHI Standards, Mr. Downum seconded and all Board members voted in favor of the motion with aye.

VIII. Agenda Item VIII New Business

1. Apprenticeship Training – Mr. Neal said he would add to Mr. Pace’s proposal that new Home Inspectors would have to inspect a minimum of one attic and one crawlspace with less than a 3-ft. clearance as part of their training. Mr. Evans (Home Inspector) told the Board that it can be tricky to inspect a crawlspace because you never know how much ductwork may be in the space. Mr. Kanopsic said he wanted to change the requirement that a trainer should have at least 1,000 fee-paid inspections. He made a motion to change the requirement from a specific number of inspections to the experience of the home inspector. No one seconded and the motion failed. Mr. Kanopsic then motioned to reduce the number of required inspections from 1,000 to 500. Mr. Trammell seconded with further discussion. Mr. Kanopsic voted aye and all other Board members voted nay and the motion failed. Mr. Moore told the Board that he thinks that having a paid apprenticeship program is not right. He said that he has taken new home inspectors along with him for training on several occasions and he has never charged them a fee. All Board members then voted to accept Mr. Pace’s proposal as is with the addition of the crawlspace and attic amendment.
2. Test Scores for Pre-Registration – Mr. Neal talked about how the Board has only been discussing raising test scores and he emphasized that all of the Board meetings are Public Meetings. He said the Board could not make any changes to current rules without taking the proper steps, as required by State Laws, including having public comments. Mr. Neal asked Mr. Tucker (Home Inspector) if he had any comments on the discussion. Mr. Tucker

said he was attending the meeting to hear the Board's discussion and had no comments until something was more definite. Mr. Neal talked about the statistics on the number of home inspectors with specific test scores. Mr. Allen said he wants to continue to pursue raising test scores. Mr. Tucker said he thinks it is a good idea to raise test scores to get a better quality home inspector. He said that he did not learn to be a home inspector from taking a course, he learned by following an experienced home inspector.

BREAK 11:00 – 11:10

After the break, the discussion about test scores continued.

Mr. Allen said he wants to see the retention rate of Home Inspectors. Mr. Downum made a motion to raise the minimum test score to 560, no one seconded and the motion failed.

3. BNI –Board members reviewed an email sent to the Board from Greg Quinney concerning the Board's discussion during the July meeting. Mr. Neal said he will ask Ms. Chavis to send a letter to Mr. Quinney to clarify the decision of the Board. Mr. Evans asked the Board to clarify on the website what is meant by the description '*any referral group*' since the description has such a broad range and could even include a hunting club. Mr. Tucker said the description could even be a Chamber of Commerce referral group.
4. Hiring of Subcontractor to review Home Inspection Reports –Mr. Pace talked about the requirements for hiring a subcontractor and what the Board will be looking for. Mr. Pace made a motion that the Board look at hiring a subcontractor based on the proposals that he had drafted and pending the approval of Ms. Chavis. Mr. Allen seconded and all Board members voted in favor of the motion with aye. Mr. Downum motioned to amend the proposed subcontract to include mileage costs and accept all the other proposals, Mr. Pace seconded and all Board members voted in favor of the motion with aye.
5. Quarterly Newsletter –Board members discussed that the following subjects should be included in the newsletter: GFCI, BNI and Summaries of Resolved Complaints.
6. AHIRB Advertising –Mr. Downum showed the Board some real estate magazines and told them the cost to advertise in them, according to the size of the ad. He compared the cost of a half-page ad in each magazine. Mr. Evans told Board members about how Social Media would be a good place to advertise since so many people have access to it. He said he uses it for his own business and there are ways that you can target the audience of people who you want to see your ad. He said he will get more information to the Board about the use of Social Media. Mr. Pace made a motion to approve up to \$1,000 for advertising in real estate magazines, Mr. Allen seconded and all Board members voted in favor of the motion with aye.

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| IX. | Agenda Item IX | Old Business |
| X. | Agenda Item X | Administrator's Update to Board Members |
| XI. | Agenda Item XI | Schedule Next Meeting |

1. The next Board meeting will be a Teleconference on Wednesday, October 4, 2017 at 8:00 a.m.

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| XII. | Agenda Item XII | Adjournment |
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The meeting adjourned at 12:50 p.m.