

**Minutes of the Meeting of the
Arkansas Home Inspector Registration Board
Attorney General's Building, Little Rock
December 13, 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

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

Home Inspector: Derek Ballard (*Owner of InspectionGator in Texarkana, TX*)

Applicant: Richard Oakes

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

Meeting called to order at 9:05 a.m.

Roll call by Mr. Neal - All Board members are present.

II. Agenda Item II: Approval of December 13, 2017 Meeting Agenda

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

III. Agenda Item III: Approval of Minutes

November 7, 2017 Minutes: The November Minutes were incomplete and will be reviewed during the January Board Meeting.

IV. Agenda Item IV: Financials

The Board reviewed the Financials for November.

November Available Cash	\$406,147.12
Revenue	\$34,245.00
Salary Expense	(\$3,970.12)
Professional Services	(\$410.00)
Utilities & Rent	(\$625.00)
Board Member Travel	(\$435.30)
Background Checks	(\$88.00)
Office Supplies	\$0.00
Postage/Office Phone	(\$258.27)
Refunds	(\$25.00)
Total of Expense	(\$1,431.57)
Burn Rate of	(\$286.31)

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

V. Agenda Item V: Review of New Applicants

The Board reviewed two (2) new applicants and one (1) previously denied applicant.

1. Douglas DeLuca
2. Ethan Edwards
3. Richard E. Oakes (*Denied approval in November, he has requested a re-evaluation*)

Applicant #1: Mr. Allen made a motion to approve Mr. DeLuca, Mr. Trammell seconded. Mr. Pace asked if there was any problem with the applicant not submitting his GED certificate. Mr. Kanopsic said the applicant had submitted documentation of his Associates Degree. All Board members voted in favor of the motion to approve the applicant with aye.

Applicants #2: Mr. Allen made a motion to approve Mr. Edwards, Mr. Kanopsic seconded and all Board members voted in favor of the motion to approve the applicant with aye.

Applicant #3: Mr. Ballard, owner of InspectionGator, spoke to the Board on behalf of Mr. Oakes. He stated that the Board has previously approved applicants with identical pre-registration training as Mr. Oakes and he wanted to know why his application was denied approval. Mr. Neal told Mr. Ballard that AHIT (the Education Provider) teaching the course in Texas needs to be informed about whether their course is approved for Arkansas. Mr. Allen told Mr. Ballard that the AHIT Training documents submitted by the applicant showed that only the Texas Standards of Practice were being taught and not the Arkansas Standards of Practice. Mr. Pace then added that the courses the Texas applicants are taking need to show that they have been submitted to the Board and approved. Mr. Allen then motioned to approve Mr. Oakes contingent upon his completion of the Arkansas Standards of Practice course. All Board members voted in favor of the motion to approve the applicant with aye.

VI. Agenda Item VI Status of Complaints

1. OLD COMPLAINTS

- a. **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. She said that Mr. Hall has requested to appear before the Board to ask for removal of the notice about him on the website.
- b. **Deborah Starr vs Curtis Gordon (Not Registered)** (*June, 2017*) Notification to Mr. Gordon mailed 9/22/20, 2nd Notification sent by Certified Mail on 11/20/2017, it was signed for and accepted on 11/22/2017.
- c. **Vicki Stephenson vs Nate Wilson, HI-1798** (*June, 2017*) Notification to HI mailed 6/19/2017, Response from HI received 6/28/2017 Mr. Neal said this complaint is still being reviewed.
- d. **Cindy Conrade vs Grant Colclasure (Not Registered)** (*July, 2017*) Notification to Mr. Colclasure mailed 8/15/2017, Letter was returned, 2nd Notification mailed 8/31/2017
A Certified Letter of notification will be mailed to Mr. Colclasure. 3rd Notification sent by Certified Mail on 11/20/2017 and it was returned on 11/29/2017 as 'Not Deliverable'. Mr. Neal asked Ms. London to send another Certified Letter of notification to another address.
- e. **Alton Darty, HI-1496 vs Billy Howard Young, Jr. (Not Registered)** (*July, 2017*) Notification to Mr. Young mailed 10/30/2017, Mr. Young emailed his response on 11/14/2017. Mr. Neal imposed a \$75.00 Civil Penalty fine and asked Ms. Chavis to send him a Consent Agreement stating that he will not perform any more home inspections.

BREAK: 10:15-10:30

- f. **Richard Kaegi vs Tim Hennelly, HI-1179** (August, 2017) Notification to HI mailed 9/19/2017, Response from HI received by email dated 9/26/2017
Mr. Neal is reviewing this complaint.
- i. **Brian McGee vs Archie Van Gorder (Not Registered)** (September, 2017) 1st Notification to Mr. Van Gorder mailed 9/19/2017, Letter was returned, 2nd Notification mailed 9/22/2017, 3rd Notification sent by Certified Mail on 10/30/2017. , Letter was returned 'Unclaimed & Unable to Forward' on 11/20/2017.

2. NEW COMPLAINTS

- a. **Charles L. Campbell, Jr. vs David Many, HI-1566** (November, 2017)

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

- 1. **AAREI – SS18 CE Seminar (14 Hrs)**

Course Name, Credit Hours and Subject Area are listed below:

- | | | |
|---|---------|--------------------|
| a. Foundation Problems & Identification | (2 Hrs) | Structural Systems |
| b. Standard Deck Inspections | (4 Hrs) | Exteriors |
| c. Air Conditioning & Heat Pumps | (2 Hrs) | Air Conditioning |
| d. Inspecting Roof Coverings | (3 Hrs) | Roofing |
| e. New Plumbing Codes & Components | (2 Hrs) | Plumbing |
| f. Inspecting Foreclosures | (1 Hr) | Other |

Mr. Allen made a motion to approve all six (6) CE Courses, Mr. Trammell seconded and all Board members voted in favor of the motion to approve with aye.

VIII. Agenda Item VIII New Business

- 1. Statistical Data on Home Inspectors –The Board is considering hiring someone to compile the data.
- 2. Hiring of a Subcontractor to review home inspection reports –Mr. Pace asked Mr. Neal if the application for a subcontractor could be posted on the website by December 29, 2017.
- 3. Mr. Neal spoke to Board members about Home Inspectors accepting gifts and the conflict of interest that occurs.
- 4. Apprenticeship Training –Mr. Pace asked Board members if they were still committed to having an apprenticeship program. All Board member said they still wanted the program. Mr. Pace then said that he will work on the details of having the program during the 1st quarter of 2018 to try to get something going by July 2018.

IX. Agenda Item IX Old Business

X. Agenda Item X Administrator's Update to Board Members

- 1. P-Card purchases for November: \$383.37 for drum unit, toner cartridge and miscellaneous office supplies and \$49.00 for one (1) roll of stamps.

XI. Agenda Item XI Schedule Next Meeting

- 1. The next Board meeting will be on Wednesday, January 3, 2018 at 9:30 a.m.

XII. Agenda Item XII Review of Registration Renewals

- 1. Board members reviewed 251 Registration Renewals for 2018. 231 were voted on and approved by the Board.

18 were voted on for approval contingent upon receipt of additional documents.
2 were denied approval

XIII. Agenda Item XIII Adjournment

The meeting adjourned at 2:30 p.m.