

**Minutes of the Meeting of the
Arkansas Home Inspector Registration Board
Attorney General's Building, Little Rock
January 3, 2018**

Board Members participating:

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

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
Justin Hall, Dan Smith

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 are present except Mr. Kanopsic.

II. Agenda Item II: Approval of January 3, 2018 Meeting Agenda

Motion was made by Mr. Trammell to approve the agenda and seconded by Mr. Pace.

All Board members voted in favor of the motion with aye.

III. Agenda Item III: Approval of Minutes

November 7, 2017 Minutes: Mr. Trammell made a motion to approve the November minutes, Mr. Pace seconded and all Board members voted in favor of the motion with aye.

December 13, 2017 Minutes: The December minutes were incomplete and will be reviewed during the next Board meeting.

IV. Agenda Item IV: Financials

The Board reviewed the Financials for November.

December Available Cash	\$446,406.56
Revenue	\$33,250.00
Salary Expense	(\$3,970.12)
Professional Services	(\$250.00)
Utilities & Rent	(\$625.00)
Board Member Travel	(\$373.98)
Background Checks	\$0.00
Office Supplies	(\$383.37)
Postage/Office Phone	(\$63.09)
Refunds	\$0.00
Total of Expense	(\$1,445.44)
Burn Rate of	(\$240.91)

Mr. Trammell made a motion to approve the December Financials, Mr. Pace 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 (3) new applicants.

1. Stan Dacus
2. Sam Bill Evans
3. Nick C. Mauldin

Applicant #1: Mr. Neal discussed with the Board a possible conflict of interest with licensing Mr. Dacus as a home inspector because he is currently a licensed real estate agent. Mr. Dacus also works for his parents who are the owners of a real estate company. Mr. Pace made a motion to table the application of Mr. Dacus until the next meeting and ask that the applicant appear before the Board to answer questions. Mr. Trammell seconded and all Board members voted in favor of the motion with aye.

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

Applicant #3: Mr. Pace made a motion to approve Mr. Mauldin’s application contingent upon receipt of his South Dakota background check with a clean history. Mr. Allen seconded and 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*) – Mr. Hall was present at the meeting and spoke to the Board. Mr. Hall told the Board that he had been a licensed engineer for fifteen (15) years. He said that he does not advertise home inspections and he only does them by word-of-mouth. He said he does approximately 1 or 2 home inspections per week. Mr. Hall requested that the Board remove the website notice identifying him as ‘not licensed to perform fee paid home inspections in Arkansas.’ Mr. Neal told him that the website lists that he is not a licensed home inspector, which is true. He said that in meeting with a past Board, they had agreed that he change his ad name from ‘home inspections’ to ‘residential engineering inspections.’ Mr. Neal also told Mr. Hall that as of today’s meeting, his website still showed that he performs home inspections. Mr. Hall said he was unaware of it and that his IT guy must have missed it and he will have it removed. When asked about the number of home inspections he performs, Mr. Hall again stated that he does 1 or 2 per week. Mr. Neal asked Mr. Hall if he had entered into any Consent Agreements with the Board and Mr. Hall said “not since the one he signed twelve (12) years ago.” Mr. Pace said his understanding was that if a person is not licensed as a home inspector in Arkansas, he could not perform home inspections. Mr. Hall said that as a professional engineer, he can do home inspections. Ms. Chavis read an Order that was signed by Mr. Hall’s attorney in 2010 and is still in effect. Mr. Hall said he was not aware of the Order and Ms. Chavis told him that it was filed by his dad, who is also his attorney. Mr. Allen then made a motion to have the notice about Mr. Hall removed from the website, Mr. Pace seconded. All Board members voted ‘Nay’ to deny the motion and keep the notice on the website.

BREAK: 10:40 -10:55

- 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. This complaint is being reviewed.
- 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. Mr. Young signed the Consent Agreement and returned it, but he did not pay the Civil Penalty fine.
- 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.
- g. **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.
- h. **Charles L. Campbell, Jr. vs David Many, HI-1566** (November, 2017) Notification to HI mailed 11/21/2017, Response from HI received 11/29/2017.

2. NEW COMPLAINTS

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

- 1. **InterNACHI** –20 CE Courses submitted for review:
Mr. Allen made a motion to approve all twenty (20) Continuing Education courses, Mr. Pace seconded and all Board members voted in favor of the motion to approve with aye.

The approved CE courses are listed below:

Course Name	Hours	Category
Advanced Inspection of Crawlspace	3	Structure
Advanced HVAC Training for Inspectors	21	Air Conditioning
Advanced Stucco & EIFS Inspection Training for Home Inspectors	16	Exterior
Defect Recognition and Report Writing	8	Other
How to Inspect for Moisture Intrusion	8	Exterior
How to Inspect Fireplaces, Stoves and Chimneys	4	Heating
How to Inspect HVAC Systems	12	Air Conditioning
How to Inspect Manufactured and Mobile Homes	12	Other
10 Steps to Performing a Roof Inspection	2	Roofing
25 Standards Every Inspector Should Know	5	Other
The House as a System	2	Other
Structural Issues for Home Inspectors	4	Structure
Residential Plumbing Overview for Inspectors	8	Plumbing
Log Home Inspection	8	Structure
How to Perform Roof Inspections	4	Roofing
How to Perform Residential Electrical Inspections	4	Electrical
How to Perform Deck Inspections	3	Exterior
How to Inspect Water Heater Tanks	4	Plumbing
How to Inspect the Exterior	16	Exterior
How to Inspect the Attic, Insulation, Ventilation and Interior	14	Insulation & Ventilation

2. **PHII** – Pre-Registration Training –Mr. Allen made a motion to approve the 80 Hr Pre-Registration training, Mr. Pace seconded and all Board members voted in favor of the motion to approve with aye.
3. **AmeriSpec** – Pre-Registration Training - Mr. Allen made a motion to approve the 90 Hr Pre-Registration training, Mr. Pace seconded and all Board members voted in favor of the motion to approve with aye.

VIII. Agenda Item VIII New Business

1. Board members voted on 2018 reimbursements for Board related travel/lodging expenses. Mr. Trammell made a motion to approve reimbursements in 2018, Mr. Allen seconded and all Board members voted in favor of the motion to approve with aye.
2. Statistical Data on Home Inspectors – Mr. Neal said the Board would look into this after the subcontractor completes his work reviewing home inspection reports.
3. AHIRB Advertising – Mr. Downum and Ms. London were still working on resolving the Times-Record invoice.
4. Presentation made by Social Media Consultant – Clay Mosley, Founder of Rock City Digital, spoke to the Board about how social media could be utilized as a source for advertising. He told them about making ads go viral and how the Board could get regular updates on the number of people that view the ads, where they are located in the state and information about the demographics of people who show an interest in the ads.

5. Test Scores for Pre-Registration Exams – Mr. Pace made a motion to table this discussion for a future meeting, Mr. Downum seconded and all Board members voted in favor of the motion with aye.
6. Subcontractor Position – Board members reviewed the application of Mr. Dan Smith for the position. In full disclosure, Mr. Pace told the Board that he personally knows Mr. Smith. He said that he has occasionally hired him as a subcontractor for his company. Mr. Neal asked Mr. Pace to abstain from voting because of their work relationship. Mr. Allen made a motion to approve the hiring of Mr. Smith as a subcontractor, Mr. Trammell seconded and all Board members, with the exception of Mr. Pace, voted in favor of the motion with aye. Mr. Smith told the Board that he is interested in reviewing the reports and he will make sure that they comply with the Standards of Practice. He said that he would report his findings to the Board. The Board had agreed, in a previous meeting, to pay the subcontractor \$12.50 per report. Mr. Neal asked Mr. Smith how many home inspections he has done and Mr. Smith replied that he has performed approximately 200 home inspections per year.
7. Apprenticeship Training –Mr. Pace said he is still working on this.

IX. Agenda Item IX Old Business

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

1. All 2018 License cards were being mailed to home inspectors by January 5,2018
2. P-Card purchases for December: \$147.00 for three (3) rolls of stamps.

XI. Agenda Item XI Schedule Next Meeting

1. The next Board meeting will be on Wednesday, March 7, 2018 at 9:30 a.m.

XII. Agenda Item XII Review of Registration Renewals

1. Board members reviewed eleven (11) late registration renewals for 2018. All eleven renewal applications were voted on and approved by the Board.

XIII. Agenda Item XIII Adjournment

The meeting adjourned at 1:00 p.m.