

**Minutes of the Teleconference Meeting of the
Arkansas Home Inspector Registration Board
Little Rock
October 3, 2018**

Board Members participating:

Wayne Pace, Chairman	Tom Allen	WC McBride
Allen Trammell	Robert Neal	Bob Downum
Marliese Kerr		

Board Administrator: Charlotte London

Others Present: Assistant Attorney General: Julie Chavis
Home Inspector: Mark Bittle, Dennis Evans

Applicants: Leland Fleming, Greg Harp, Tyler Woodall and Brian P. Watt

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

Meeting called to order at 7:35 a.m.
Roll call by Mr. Pace - All Board Members present with Mr. McBride calling in at 7:38.

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

Motion was made by Mr. Trammell to approve the agenda and seconded by Mr. Downum. Mr. Neal asked to amend the Agenda with the addition of two (2) complaints that he had completed investigating. All Board members voted aye in favor of the motion to approve the Agenda with the amendment.

III. Agenda Item III: Approval of Minutes

1. September 5, 2018 –Mr. Trammell motioned to approve the September 5th minutes, Mr. Neal seconded and all Board members voted in favor of the motion with aye.

IV. Agenda Item IV: Financials

Mr. McBride made a motion to approve the financials for September, Mr. Trammell seconded and all Board members voted in favor of the motion with aye.

September Available Cash	\$424,074.89
Revenue	\$795.00
US Bank Rebate	\$0.00
Salary Expense	(\$4,057.97)
Office Supplies	(\$446.47)
Postage/Telecom Wired	(\$103.29)
Office Rent	(\$625.00)
Board Member Travel	\$0.00
Expense-Professional Service	(\$1,750.00)
Background Checks	(\$154.00)
Refunds	\$0.00
Total Expense	(\$3,078.76)
Monthly Burn Rate	(\$1,026.25)

V. Agenda Item V: Review of New Applicants

The Board reviewed four (4) new applicants and one (1) applicant request for reconsideration.

1. Leland Fleming
2. Greg Harp

3. David Russell
4. Matthew Tyler Woodall
5. Brian Watt - Reconsideration

Applicant #1 -Mr. Trammell made a motion to approve Mr. Fleming; Mr. Allen seconded and asked about the certificate holder being listed by the initials of the Board instead of spelling out the entire name. Mr. Pace asked Ms. London if this was okay and she replied that it was fine to list the Board by the initials. All Board members then voted aye in favor of the motion to approve Mr. Fleming.

Applicants #2, 3 and 4 –Mr. Trammell made a motion to approve Mr. Harp, Mr. Russell and Mr. Woodall. Mr. Neal seconded and all Board members voted aye in favor of the motion to approve the applicants.

Applicant #5 -Mr. Neal made a motion to table Mr. Watt's application until Ms. Chavis calls into the teleconference. Mr. Allen seconded and all Board members voted in favor of the motion with aye. After Ms. Chavis called in, Mr. Neal made a motion to approve Mr. Watt's application with further discussion and Mr. Trammell seconded. Mr. Neal asked about the restitution that Mr. Watt has to pay even though there was a not guilty plea. Ms. Chavis asked Mr. Watt what would happen if he violated the terms of his probation. Mr. Watt said that the term of his probation would be extended from five (5) years to ten (10) years. Mr. Neal said that the Board does have a clause in its rules pertaining to the moral character of home inspectors. Mr. Allen told Mr. Watt that he would be entering an industry where he would be pressured from all angles. Ms. Chavis asked Mr. Watt what he has done to rehabilitate himself since the embezzlement charge against him. She asked him if he had sought counseling. Mr. Watt talked about how he had taught school for several years before the incident happened. He said he is willing to do whatever it takes to prove to the Board that he is trying to make things right. Mr. McBride asked Ms. Chavis if it could possibly backfire on the Board if Mr. Watt missed one of his restitution payments. Ms. Chavis said no. Mr. Allen asked Mr. Watt if he had any other income since getting started in the home inspector business is not easy. Mr. Watt said that he had sold his home and his family has been helping him. Mr. Neal asked Mr. Watt about his teaching license being revoked and Mr. Watt explained that his license was revoked by the state of Arkansas several months after it had expired. Board members then voted on the motion to approve Mr. Watt and all Board members voted to deny approval with nay.

VI. Agenda Item VI New Business

1. Mr. Evans asked the Board about the requirements for educational offerings and Mr. Neal referred him to Sections 305.C and 700 of the Board's Rules and Procedures. Mr. Evans said that Mr. Neal's name had come up to teach a course on the Standards of Practice. Mr. McBride asked if a current Board member would qualify to teach a course on the Standards of Practice. Ms. Chavis said that she would have look into it since the Board member would likely be compensated. Mr. Neal said that he would teach the course without any compensation.
2. Apprenticeship Program – Mr. McBride asked if the legislature would have to approve the apprenticeship program before it is put into place. Ms. Chavis said she would research the issue, but the Board would have to comply with the current education requirements. Mr. Neal mentioned that a statute allows up to 90 hours of pre-registration training while the Board requires only 80 hours. That would leave 10 hours that could be applied to training in the apprenticeship program.
3. Mr. Allen asked Board members if it would be okay to release Report Review information to AAREI. Mr. Neal said that there was a general consensus among Board members to release the information and the request would not require a vote. The Board also agreed to provide the information to any education provider who requests it and not just AAREI.

4. Legislative Questionnaire - A questionnaire had been sent to the Board's office by another state agency. It requested information about the Board's operations and procedures. Ms. London had completed most of the questionnaire with Mr. Pace's assistance and Board members had reviewed the questionnaire in case any of them had comments.
5. Mr. Pace asked Mr. Bittle about the discrepancy in graduation information on his initial application and his GED. Mr. Bittle said that his wife completed his application and she did not have the correct information about his graduation. Mr. Trammell made a motion to accept the GED and the explanation that Mr. Bittle had submitted to the Board and Mr. Downum seconded. All Board members, except Mr. Allen, voted aye to accept the GED. Mr. Allen opposed the motion and voted nay. Ms. London asked Mr. Bittle to send an email to the Board to document his explanation in his file. Mr. Bittle said that he would send the email.
6. Mr. Neal had concluded his investigation of two complaints and presented his findings to the Board.
 - a. **Sharon Zeringue vs Robert Bedford, HI-1143** – Mr. Neal made a motion to dismiss the complaint against Mr. Bedford and Mr. Downum seconded. All Board members voted in favor of the motion with aye.
 - b. **Charles L. Campbell, Jr. vs David Many, HI-1566** – Mr. Neal made a motion to impose a fine of \$250.00 and a Consent Agreement on Mr. Many. Mr. Downum seconded and all Board members voted in favor of the motion with aye.
7. Mr. Pace asked Ms. Chavis about the progress of her letters to dual licensees and she said that she was still working on them. Mr. Neal made a motion that Mr. Pace work with Ms. Chavis on the content of the letters and Mr. Downum seconded. All Board members voted in favor of the motion with aye.

VII. Agenda Item VII Schedule Next Meeting

The next Board meeting is scheduled for Wednesday, October 31, 2018 at 9:30 a.m.

VIII. Agenda Item VIII Adjournment

Mr. Pace adjourned the teleconference at 9:10 a.m.