

**Minutes of the Meeting of the
Arkansas Home Inspector Registration Board
Attorney General's Building, Little Rock
June 5, 2019**

Board Members:

Wayne Pace, Chairman	Robert Neal	Bob Downum
Tom Allen, Vice Chairman	Allen Trammell	Marliese Kerr
WC McBride, Secretary/Treasurer		

Board Administrator:	Charlotte London
Assistant Attorney General:	Julie Chavis
Board's Subcontractor:	Dan Smith
Others Present:	Shane Burton, Scott Oliver, Jim Engler and Chris Walker

- I. Agenda Item I: Call to Order/Roll Call**
Mr. Pace called the meeting to order at 9:34 a.m.
Roll call - All Board members are present except for Mr. Trammell, who arrived at 9:40 a.m.
- II. Agenda Item II: Approval of June 5, 2019 Meeting Agenda**
Motion was made by Mr. Neal to approve the agenda and seconded by Mr. Allen.
All Board members voted aye in favor of the motion to approve the Agenda.
- III. Agenda Item III: Approval of Minutes**
 - 1. May 1, 2019**
Mr. McBride made a motion to approve the May 1, 2019 minutes, Ms. Kerr seconded and all Board members voted in favor of the motion with aye.
- IV. Agenda Item IV: Financials**
The Board reviewed the Financials for April and May.

April Available Cash	\$465,120.07
Revenue	\$4,195.00
Expense - Salary	(\$4,058.02)
Postage/Office Phone	(\$160.74)
Utilities & Rent	(\$625.00)
Travel & Subsistence	\$0.00
Background Checks	(\$308.00)
Office Supplies	\$0.00
Professional Services	(\$1,125.00)
US Bank Rebate	\$24.85
Total of Expense	(\$2,218.74)
Burn Rate of	(\$221.87)

May Available Cash	\$465,956.61
Revenue	\$2,115.00
Expense - Salary	(\$4,058.00)
Postage/Office Phone	(\$54.46)
Utilities & Rent	(\$717.00)
Travel & Subsistence	\$0.00
Background Checks	(\$198.00)
Office Supplies	\$0.00
Professional Services	\$0.00
Total of Expense	(\$969.46)
Burn Rate of	(\$88.13)

The April and May Financials were reviewed by the Board. Mr. McBride made a motion to approve the financials for both months and asked the Board why the Administrator cannot be given a raise, Mr. Neal seconded and all Board members voted in favor of the motion with aye.

V. Agenda Item V: Status of Complaints

1. OLD COMPLAINTS

- a. **Addie Holmes vs David Miller, HI-1726** (*June 2018*) Ms. Chavis told the Board that Mr. Miller had signed the Consent Agreement and paid the \$250.00 Civil Penalty Fine.
- b. **David Johnston vs Michael J. Smith, HI-1538** - (*February 2019*) Ms. Chavis told the Board that Mr. Smith had signed the Consent Agreement and paid the \$100.00 Civil Penalty Fine.
- c. **Earlene Horton vs Daniel Broughton, HI-1076** – (*November 2018*) Ms. Chavis told the Board that Ms. Horton had sent an email stating that she wanted to appeal the Board’s decision to dismiss the complaint. Mr. Neal made a motion to grant a hearing, Mr. McBride seconded. There was no vote and Mr. Neal withdrew his original motion. Mr. Allen made a motion to have no hearing, Ms. Kerr seconded and all Board members voted in favor of the motion with aye. Ms. Kerr made a motion for Mr. Broughton to be fined for turning the water on at the home and not turning it off when his inspection was complete. Mr. Trammell seconded the motion. Ms. Kerr amended her motion to impose a fine of \$250.00 against the home inspector, Mr. McBride seconded and all Board members voted aye to approve the motion. Mr. Allen said the Board needs to educate Home Inspectors about what they can and cannot turn on or off when inspecting a home, in reference to electricity and water.

2. NEW COMPLAINTS

There were no new complaints.

VI. Agenda Item VI: Review of New Applicants / Registration Renewals

The Board reviewed twelve (12) new applicants.

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| 1. Tom Dinkins | 5. Jeff Hull | 9. Kevin Prophet |
| 2. Ron Dunn | 6. Levi Mittag | 10. Lee Rhynes |
| 3. Kyle Graham | 7. Tracy Moorman | 11. James Rylee |
| 4. Kelly Hill | 8. Scott Oliver | 12. Nathan Walsh |

Applicants #1 through #12 - Mr. Trammell made a motion to approve the applications of all twelve new applicants, Mr. McBride seconded and all Board members voted aye in favor of approving the applicants for licensing.

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

1. ABC Home Inspection Institute – Four (4) Classroom CE Courses

b. Home Inspection – Standards of Practice	4 Hrs
c. How to Inspect Air Conditioning Systems	2 Hrs
d. Inspecting Foundation Walls & Piers	2 Hrs
e. Inspecting Log Homes	6 Hrs

Mr. Allen made a motion to approve all four CE courses, Mr. Trammell seconded and all Board members voted aye in favor of the motion.

2. **AHIT - Pre-Registration Training Course (*Renewal*) – 81 Hours**

Mr. Allen made a motion to approve the AHIT Pre-Registration Training Course, Mr. Tramell seconded and all Board members voted aye in favor of the motion.

VIII. Agenda Item VIII: New Business

1. Mr. Jim Engler spoke with the Board about the possibility of being approved for a home inspector license with his criminal history. Ms. Chavis asked him about his criminal charges. Mr. Engler told the Board about his family history, having a successful business and a job as a chaplain. He explained how he ended up being arrested on drug charges in 2003 and incarcerated from 2005-2012. He was released in 2012. Ms. Chavis asked him if he had participated in various programs while in prison and since being paroled. Mr. Allen told Mr. Engler about the high concentration of home inspectors in the Northwest Arkansas area. Mr. Pace told him that although there is no shortage of home inspectors, the number of home inspectors that the public can trust is limited. Mr. Neal told him that he might hit some hurdles if people were to find out about his background.

Mr. Chris Walker, a building contractor since 2004, spoke to the Board about Mr. Engler. He said that he has known Mr. Engler for nine years. He told the Board about their relationship and how they became friends. He described Mr. Engler as a faithful man who would not do anything to embarrass the Board and he could trust him. Mr. Neal asked Mr. Engler if he had stayed out of trouble and passed regular drug screens since his release and Mr. Engler responded that he had. Mr. Pace reminded Mr. Engler of the possibility of the Board having three new Board members by the time he applies for licensing. Mr. Engler thanked the Board for their time.

BREAK –10:55 – 11:05

2. Mr. Shane Burton asked the Board about getting a waiver since he will have passed the 12-month deadline between completing the 80-hour course and applying for a license. Mr. Neal told him that the Board could grant him a waiver with the requirement that he also complete 14 hours of continuing education within six months of becoming licensed. He would also have to submit his application by December 31, 2019. Mr. Burton agreed with those terms. Mr. Neal made a motion for the Board to grant Mr. Burton a waiver to exceed the 12-month deadline when he applies for licensing and complete an additional 14 hours of continuing education within six months of licensing, Mr. Allen seconded and all Board members voted to approve the motion with aye.
3. Mr. Allen said the Board needs to discuss how complaints are being evaluated. Are the complaint issues being looked at or is the home inspection report being evaluated? Mr. Pace said that he did not see any problem with reviewing the report to see if there are other deficiencies present. Mr. Allen asked if the home inspector is opening himself up to a Board generated complaint when their home inspection report is reviewed. Mr. Smith, the Board's Subcontractor, told the Board that he reviews the reports to help the home inspector and to make sure the home inspector is not repeating the same mistakes over and over. Mr. Allen asked if deficiencies in a report would warrant a Consent Agreement or reprimand. Mr. Pace said that it would be handled on a case-by-case basis.
4. Mr. Neal asked Ms. Chavis about licensing for people in the military if they have been in Arkansas for 30 days. He asked if they would be given a license. Due to legislative issues regarding licensing for the military, Ms. Chavis and other members of the Board said this would be discussed at the next Board meeting.

IX. Agenda Item IX: Old Business

X. Agenda Item X: Election of AHIRB Officers

1. Mr. Neal made a motion that the election of officers be postponed until the next meeting or when the new appointments have been received from the Governor's office. Mr. Allen seconded and all Board members voted aye in favor of the motion.

XI. Agenda Item XI: Schedule Next Meeting

1. The next Board meeting will be a Teleconference on Wednesday, July 17, 2019 at 7:30 a.m.

XII. Agenda Item XII: Adjournment

The meeting adjourned at 11:43 a.m.