

**Minutes of the Meeting of the
Arkansas Home Inspector Registration Board
Attorney General's Building, Little Rock
January 15, 2020**

Board Members:

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

Board Administrator:	Charlotte London
Assistant Attorney General:	Julie Chavis
New Applicants:	Quadrick Brumfield, Jonathon Dunk
Others present:	Joe Maxwell, Stephen Edwards (<i>Via Phone</i>)

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

Mr. Pace called the meeting to order at 9:45 a.m.

II. Agenda Item II: Approval of January 15, 2020 Meeting Agenda

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

III. Agenda Item III: Approval of Minutes

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| 1. October 2, 2019 | 2. November 6, 2019 | 3. December 18, 2019 |
|--------------------|---------------------|----------------------|

The minutes for October, November and December were incomplete. Mr. Neal made a motion to table the minutes for those months until the next meeting. Mr. McBride seconded and all Board members voted aye in favor of the motion to table the minutes.

IV. Agenda Item IV: Financials

The Board reviewed the Financials for December.

December Available Cash	\$520,265.52
Revenue	\$47,975.00
Expense - Salary	(\$4,130.76)
Postage/Office Phone	\$0.00
Utilities & Rent	(\$625.00)
Travel & Subsistence	(\$283.02)
Background Checks	\$0.00
Office Supplies	\$0.00
Professional Services	\$0.00
Surety Bond Premium	\$0.00
Total of Expense	(\$908.02)
Burn Rate of	(\$151.34)

1. Mr. Neal made a motion to approve the December financials, Mr. McBride seconded and all Board members voted in favor of the motion with aye.

V. Agenda Item V: Status of Complaints

A. OLD COMPLAINTS

There were no updates on the complaints.

B. NEW COMPLAINTS

There were no new complaints.

VI. Agenda Item VI: Review of New Applicants

The Board reviewed six (6) new applicants.

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|-----------------------|----------------|-----------------|
| 1. Quadrick Brumfield | 3. David Giese | 5. Samuel Ridge |
| 2. Jonathon Dunk | 4. Joshua Gump | 6. Cody Tackett |

Applicants #1 and #3 through #6 - Mr. McBride made a motion to approve the applications of Mr. Brumfield, Mr. Giese, Mr. Gump, Mr. Ridge and Mr. Tackett. Mr. Allen seconded. All Board members voted aye in favor of approving the applicants for licensing.

Applicant #2 - Mr. Neal made a motion to approve the application of Mr. Dunk with further discussion about his websites inflated claims about home inspection from the roof down. Mr. Allen seconded. Mr. Neal said Mr. Dunk should be cautioned about his website and not having his home inspector number listed. Mr. Allen said he should be denied a license. Mr. Neal then withdrew his initial motion to approve and made a new motion to table Mr. Dunk's application until later in the meeting when a phone call can be made to Mr. Dunk. Mr. McBride seconded and all Board members voted aye to approve calling the applicant later in the meeting.

BREAK 10:25 – 10:34

After the break, Board members called Mr. Dunk on speakerphone. Mr. Neal asked him about the terminology used on his website. Mr. Dunk answered that he understood that the wording may be misleading and he would change it. Mr. Pace told Mr. Dunk that he needs to turn his website off until he is licensed and has a home inspector license number to add to his site. Mr. Allen asked him where did he get the software for his home inspection reports and he said that it came from the school that he had attended which was ICA. Mr. Pace told him that 100+ pages on a home inspection report was cumbersome. Mr. Neal then made a motion to approve Mr. Dunk for licensing and requested that he submit his first two fee-paid home inspection reports to the Board for review. Mr. McBride seconded. Mr. Allen amended the motion to include the applicant completing an Attestation of Abstinence form. Mr. Dunk also has 10 business days to turn his website off and get it changed. All Board members voted aye in favor of approving the applicant for licensing.

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

A. AAREI Spring Seminar 2020 – 14 CE Credit Hours

1. Insulation – 2 Hrs.
2. Ventilation – 2 Hrs.
3. Roofing – 3 Hrs.
4. Siding/Exterior – 3 Hrs.
5. Plumbing – 4 Hrs. (Application received 1/6/2020)

Mr. Allen made a motion to approve the five CE courses and Mr. McBride seconded. All Board members voted aye in favor of the motion to approve the CE courses.

B. **InterNACHI – Thirty (30) CE Course Renewals**

	COURSE NAME	Hrs
a.	25 Standards Every Inspector Should Know	5
b.	Advanced HVAC Training for Home Inspectors	21
c.	Advanced Inspection of Crawlspace	3
d.	Advanced Stucco & EIFS Inspection Training for Inspectors	16
e.	Defect Recognition and Report Writing	8
f.	How to Inspect Fireplaces, Stoves and Chimneys	4
g.	How to Inspect for Moisture Intrusion	2
h.	How to Inspect HVAC Systems	12
i.	How to Inspect the Attic, Insulation, Ventilation and Interior	14
j.	How to Inspect the Exterior	16
k.	How to Inspect Water Heater Tanks	4
l.1	How to Perform Deck Inspections	3
l.2	How to Perform Deck Inspections Video	1
m.	How to Perform Residential Electrical Inspections	4
n.	How to Perform Roof Inspections	4
o.	Log Home Inspection	8
p.	Residential Plumbing Overview for Inspectors	8
q.	Structural Issues for Home Inspectors	4
r.	The House as a System	2
s.	How to Inspect Manufactured and Mobile Homes	12
t.	Advanced Residential Roof Inspection	22
u.	General Roof Inspection Training Video	2
v.	Inspecting Foundation Walls and Piers	3
w.	Inspecting Metal Roofs	2
x.	Inspecting Slate Roofs	3
y.	Inspecting Tile Roofs	2
z.	Inspecting Wood Shingle and Shake Roofs	2
aa.	Residential Structural Design for Home Inspectors	19
bb.	Wind & Hail Property Damage Inspection	4
cc.	Ladder Safety Training	1

Mr. Allen made a motion to table the CE courses until the next meeting and Mr. McBride seconded. All Board members voted aye in favor of the motion.

PRE-REGISTRATION COURSES

1. **AmeriSpec – 90 Hours**

Mr. Allen made a motion to approve the AmeriSpec course and Mr. Downum seconded. All Board members voted aye in favor of the motion.

2. **Professional Home Inspection Institute – 80 Hours**

Mr. Allen made a motion to approve the Professional Home Inspection Institute course and Mr. Trammell seconded. All Board members voted aye in favor of the motion.

3. **World Inspection Network** – 120 Hours

Mr. Allen made a motion to approve the World Inspection Network course and Mr. Trammell seconded. All Board members voted aye in favor of the motion.

BREAK 11:44 – 11:51

VIII. Agenda Item VIII: New Business

1. Blackbird Home Inspections – Ms. Chavis told the Board that the home inspectors from Blackbird were unable to attend the January meeting and she would invite them to the February meeting to discuss the issues with their advertising.
2. ICA School – No update.
3. There were no updates on rule changes.
4. Vote on Board member Travel/Hotel Reimbursement for 2020. Mr. Neal made a motion to reimburse Board members for their travel and hotel expenses to and from Board meetings in 2020. Mr. Downum seconded & all Board members voted aye in favor of the motion.

LUNCH BREAK 11:35 – 12:23

IX. Agenda Item IX: Old Business

None

X. Agenda Item X: Schedule Next Meeting

1. The next Board meeting will be on Wednesday, February 5, 2020 @9:30 a.m.

XI. Agenda Item XI: 2020 Late Registration Renewals

The following license renewals are for applications submitted after the deadline of 12/2/2019 and before 1/8/2020.

1. **Steven Edwards, HI-1720** Mr. Edwards had called in to the meeting to ask the Board for a waiver on his CE courses so that he can renew his license and go to work. Mr. Trammell made a motion to approve Mr. Edwards for renewal of his license contingent upon him submitting a Certificate of Completion for 14 CE credit hours. Mr. Allen seconded and all Board members voted aye in favor of the motion.
2. **Group 1 Home Inspectors (HI-1002 through HI-1406) and Group 2 Home Inspectors (HI-1417 through HI-1669)** - Mr. Allen made a motion to approve the applications submitted for license renewal in those two groups. Mr. Trammell seconded and all Board members voted aye in favor of the motion to approve the applicants.
3. **Group 3 Home Inspectors (HI-1670 through HI-1793)** - Mr. Neal made a motion to approve the applications submitted for license renewal. Mr. Trammell seconded and all Board members voted aye in favor of the motion to approve the applicants.
4. **Group 4 Home Inspectors (HI-1794 through HI-1902)** - Mr. Neal made a motion to approve the applications submitted for license renewal. Mr. Allen seconded and all Board members voted aye in favor of the motion to approve the applicants
5. **Group 4 Home Inspectors (HI-1903 through HI-1987)** - Mr. Pace made a motion to approve the applications submitted for license renewal. Mr. McBride seconded and all Board members voted aye in favor of the motion to approve the applicants
6. **Group 6 Home Inspectors (HI-1988 through HI-2035)** – Mr. Pace made a motion to approve the applications submitted for license renewal. Mr. Trammell seconded and all Board members voted aye in favor of the motion to approve the applicants.

XII. Agenda Item XII: Adjournment

The meeting adjourned at 12:14 p.m.