

**Minutes of the Meeting of the
Arkansas Home Inspector Registration Board
Attorney General's Building, Little Rock, Arkansas
March 4, 2020**

Board Members:

Wayne Pace, Chairman	Robert Neal	Bob Downum
Marliese Kerr, Vice Chairman	Allen Trammell (<i>9:40 arrival</i>)	Tom Allen
WC McBride, Secretary/Treasurer		

Board Administrator:	Charlotte London
Assistant Attorney General:	Julie Chavis
New Applicants:	Michael Martin
Others present:	Len Pitcock, Stacey Robinson (<i>via phone</i>), Clay Smith, Dan Smith, Eric Young

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

Mr. Pace called the meeting to order at 9:30 a.m.

II. Agenda Item II: Approval of March 4, 2020 Meeting Agenda

Motion was made by Mr. Neal to approve the agenda and seconded by Mr. McBride. 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 – Incomplete | 4. January 15, 2020 – Incomplete |
| 2. November 6, 2019 – Incomplete | 5. February 5, 2020 - Incomplete |
| 3. December 18, 2019 – Incomplete | |

The minutes for October, November, December, January and February were incomplete. Mr. Pace said the minutes would be tabled and he would call the Dept. of Labor & Licensing to tell them to put their reports on hold so that the Administrator could complete the backlog of minutes.

IV. Agenda Item IV: Financials

The Board reviewed the Financials for January and February.

January Available Cash	\$518,749.35
Revenue	\$12,975.00
Expense - Salary	(\$6,469.22)
Postage/Office Phone	(\$167.70)
Utilities & Rent	(\$625.00)
Travel & Subsistence	(\$577.63)
Background Checks	(\$132.00)
Office Supplies	\$0.00
License Cards	(\$422.45)
Professional Services	\$0.00
Total of Expense	(\$1,924.78)
Burn Rate of	(\$274.97)

February Available Cash	\$516,611.60
Revenue	\$2,750.00
Expense - Salary	(\$4,130.75)
Postage/Office Phone	\$0.00
Utilities & Rent	(\$625.00)
Travel & Subsistence	\$0.00
Background Checks	(\$132.00)
Office Supplies	\$0.00
Professional Services	\$0.00
Other Expense	\$0.00
Total of Expense	(\$757.00)
Burn Rate of	(\$94.63)

1. Mr. Neal made a motion to approve the January and February 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

1. **Robert Neal (AHIRB) vs Justin Hall**-Not registered as a HI in Arkansas Complaint Filed March 2018. Notification sent by Certified Mail on 3/26/2018. It was signed for and accepted on April 12, 2018. No response to complaint as of January 13, 2020. Summary completed 11/22/2019. Mr. McBride made a motion to schedule a hearing for Mr. Hall. Mr. Allen seconded and all Board members voted aye to approve a hearing.
Mr. Neal motioned that the Board Chairman and Ms. Chavis be notified about scheduling the hearing. Mr. McBride seconded and all Board members voted aye to approve the motion.

B. NEW COMPLAINTS

1. **Jonathan Dunk** – filed complaint against himself 1/30/2020. Mr. Neal made a motion to dismiss Mr. Dunk’s complaint since it had already been discussed during a previous meeting. Mr. Trammell seconded and all Board members voted aye to approve the motion.
2. **202001-01** - Complaint Filed January 2020. Notification sent by Certified Mail on 2/10/2020. As of 2/26/2020, the Home Inspector’s attorney has requested a 10-day extension to prepare his response. Ms. Chavis approved the request for the extension.
3. **202001-02** - Complaint Filed January 2020. Notification sent by Certified Mail on 2/14/2020. The home inspector has responded and the complaint has been turned over to the Complaint Investigator. Summary completed 3/2/2020. Ms. Chavis said the Complaint Investigator recommended dismissal of the complaint. Mr. Neal made a motion to dismiss the complaint. Mr. Allen seconded and all Board members voted aye to approve the motion.
4. Mr. Neal said there were two complaints that were on the November minutes that had not been resolved and needed to be added back to future agendas. Ms. London told the Board that one of the complaints had been dismissed with a motion made by Mr. Neal because it was outside of the jurisdiction of the Board. The dismissal had been seconded and approved by the Board. The second complaint, Sligh vs McCormick, HI-1443, had been removed and will be added back to future agendas. The Complaint Investigator had completed his summary of the complaint.
5. Ms. Chavis said that former home inspector, Sean Ryan, needs to have a hearing set for the three (3) complaints that were filed against him.

VI. Agenda Item VI: Review of New Applicants

The Board reviewed five (5) new applicants.

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| 1. Scott Lamb | 3. Timothy Simmons | 5. Christopher Yanak |
| 2. Michael Martin | 4. Taylor Weifenbach | |

Applicant #1 - Mr. Neal made a motion to approve the application of Mr. Lamb. Mr. Allen seconded and all Board members voted aye in favor of approving the applicant for licensing.

Applicant #2 - Mr. Neal made a motion to approve the application of Mr. Martin. Mr. Allen seconded and all Board members voted aye in favor of approving the applicant for licensing.

Applicant #3 – Mr. Neal made a motion to suspend the application of Mr. Simmons due to it being incomplete. The applicant did not answer questions #12 and #15. Mr. McBride seconded and all Board members voted aye in favor of the motion to suspend the application.

Applicant #4 – Mr. Neal made a motion to approve the application of Mr. Weifenbach. Mr. Neal said the applicant should be notified about advertising without listing his registration number. The notification is in the approval letter of all new licensees. Mr. Trammell seconded and all Board members voted aye in favor of approving the applicant for licensing.

Applicant #5 – Mr. Neal made a motion to approve the application of Mr. Yanak. Mr. Neal said the applicant should be notified about advertising without listing his registration number. The notification is in the approval letter of all new licensees. Mr. Trammell seconded and the Chairman did not vote. The remaining Board members voted aye in favor of approving the applicant for licensing.

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

Mr. Neal made a motion to approve the instructor changes for the AAREI Spring Seminar. Mr. Allen seconded and all Board members voted aye to approve the motion.

PRE-REGISTRATION COURSES

None

VIII. Agenda Item VIII: New Business

1. Blackbird Home Inspections – Mr. Trammell spoke to Home Inspector, Eric Young about his advertising. He told him that he should review the Board’s rules about advertising. Mr. Neal read a section from the rules that said the ‘appearance of an impropriety can be a violation of the Code of Ethics. Ms. Chavis advised Mr. Young about how his ads may be perceived by the people who see them.

BREAK 10:40 – 10:50

2. ICA School – Mr. Neal said that ICA had corrected their website.
3. Mr. Neal told the Board that there are some changes that need to be made to renew the Board’s website domain. He said he will discuss it with Ms. Chavis. Ms. Chavis said she will talk about what has to be done with Denise Oxley, Attorney for the Dept. of Labor and Licensing.
4. Mr. Smith told the Board about some of the home inspection reports that he has reviewed. He had saved his reviews on a flash drive and gave it to Ms. London so that the reviews can be added to the home inspectors’ files.
5. Mr. Len Pitcock, AAREI, introduced himself to the Board and spoke about his association as a lobbyist with The Perimeter Group.
6. Mr. Allen spoke about the number of home inspectors that enter and exit the profession. He said the requirements should be increased for home inspectors.

IX. Agenda Item IX: Old Business

None

X. Agenda Item X: Schedule Next Meeting

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

XI. Agenda Item XI: 2020 Late Registration Renewals

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|-------------------|---------------------------|
| 1. Bud Boman | 8. Burchie Lewis |
| 2. Jeff Daniel | 9. Evan Long |
| 3. Brad Dortch | 10. Rick Morrow |
| 4. Jorg Faustmann | 11. Chris Stout |
| 5. Roy Goodwin | 12. Richard Heath Watkins |
| 6. Josh Hubbard | 13. Matthew Tyler Woodall |
| 7. Derek Latimer | |

1. Mr. Allen made a motion to approve the license renewal of Mr. Boman pending receipt of his Certificate of Insurance with his name on it. Mr. McBride seconded and all Board members voted aye to approve the renewal.
2. Mr. Neal made a motion to approve the license renewal applications of home inspectors Daniel, Dortch, Faustmann, Lewis, Long, Morrow, Stout and Watkins. Mr. McBride seconded and all Board members voted aye to approve the renewals.
3. Mr. Allen made a motion to approve the license renewal application of Mr. Goodwin. Mr. McBride seconded and all Board members voted aye to approve the renewal.

4. Mr. Allen made a motion to approve the license renewal application of Mr. Hubbard. Ms. Kerr seconded and all Board members voted aye to approve the renewal.
5. Mr. Neal made a motion to approve the license renewal application of Mr. Latimer contingent upon his payment of a late fee. Mr. McBride seconded and all Board members voted aye to approve the renewal.
6. Mr. Neal made a motion to approve the license renewal application of Mr. Woodall contingent upon his inactive status being current. Mr. McBride seconded and all Board members voted aye to approve the renewal.

XII. Agenda Item XII: Adjournment

The meeting adjourned at 12:10 a.m.