

**Minutes of the Teleconference Meeting of the
Arkansas Home Inspector Registration Board
Little Rock
Wednesday – July 1, 2020**

Board Members:

Robert Neal, Chairman	Tom Allen, Vice Chairman	Allen Trammell, Secretary/Treasurer
WC McBride	Daniel Burkhead	Bob Downum

Board Administrator:	Charlotte London
Assistant Attorney General:	Julie Chavis
Governor’s Liaison:	Chris Fletcher
New Applicants:	Craig O’Brien, Mark Poole
Others Present:	Dan Smith

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

Mr. Neal called the meeting to order at 7:34 a.m.
Roll call - All Board members are present.

II. Agenda Item II: Approval of July 1, 2020 Meeting Agenda

Motion was made by Mr. McBride to approve the July agenda and seconded by Mr. Downum.

Mr. Allen asked to add to New Business that Dan Smith should be able to contact the Colleges & Universities to work with him on statistical data regarding home inspectors.

Mr. Neal asked to add to New Business a discussion about the approval of instructors that teach the CE Courses.

All Board members voted aye to approve the agenda with the additional discussions.

III. Agenda Item III: Approval of Minutes

The Minutes for November through and June were incomplete. Mr. Neal tabled the minutes and said that a goal would be set to have the backlog of minutes completed by September.

IV. Agenda Item IV: Financials

The June Financials were incomplete. Mr. McBride made a motion to table the June Financials until the next meeting. Mr. Burkhead seconded and all Board members voted aye in favor of the motion.

V. Agenda Item V: Status of Complaints/Appeals/Hearings

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 received from Investigator 11/22/2019. No update on this complaint.
- 2. James Eccles, Trustee vs Lowell Coomer, HI-1003 & Jeremy Coomer, HI-1967**- Complaint Filed September 2019. Notification to HI sent by Certified Mail on 10/22/2019. Response received from home inspector on 11/01/2019. Additional information requested by Investigator. Ms. Chavis told the Board that Mr. Eccles had emailed the requested information.
- 3. 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. Response from attorney received 3/6/2020.

Summary received from Investigator on 5/8/2020. Ms. Chavis reported she is close to getting a signed consent agreement on this complaint which is an ethical issue. Mr. Allen stated it is important for home inspectors to maintain an arm's length relationship with Real Estate Companies where the inspector's spouse is an agent with that company. Ms. Chavis told the Board that only the home inspector's attorney had been communicating with her. Mr. Burkhead, Mr. Downum and Mr. Allen discussed the conflicts of interest that can occur with dual license holders. Mr. McBride made a motion for Ms. Chavis to send the Home Inspector a Consent Agreement. Mr. Burkhead seconded and all Board members voted aye in favor of the motion. Mr. McBride added that Ms. Chavis should have the home inspector sign the Consent Agreement or a hearing should be scheduled.

4. **202001-02** - Complaint Filed January 2020. Notification to HI 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 received from Investigator on 3/2/2020. Recommendation: Dismissal of Complaint. Complainant has requested an appeal of the decision & would like to appear before the Board when physical meeting resume. No update on this complaint.
5. **202002-03** - Complaint Filed February 2020. Notification sent by Certified Mail on 3/10/2020. Response from HI received 3/26/2020. Summary received from Investigator on 3/30/2020. Complaint dismissed 5/7/2020.
6. **202003-04** - Complaint Filed March 2020. Notification to HI sent by Certified Mail 4/3/2020. Summary received from Investigator 4/14/2020. The Summary was amended on 5/15/2020. The home inspector has requested a discussion with the Board about the findings.
7. **202004-05** - Complaint Filed April 2020. Notification to HI sent by Certified Mail 4/3/2020. Summary received from Investigator on 5/15/2020. Ms. Chavis has an update on this complaint. Ms. Chavis told the Board that any decision concerning this complaint should be put on hold until the Complainant's Civil Lawsuit is resolved.

B. New Complaints

1. **202005-06** - Complaint Filed May 2020. Notification to HI sent by Certified Mail 5/15/2020. Certified letter was received by recipient on 5/22/2020. Summary received from Investigator on 6/11/2020.

C. Hearings

No hearings are scheduled at this time.

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

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| 1. Chad Hammond | 4. Michael McCracken | 7. Craig O'Brien |
| 2. Heath Jones | 5. Jim Naff | 8. Mark Poole |
| 3. Russell Licon | 6. Neal Nelson | 9. Adam Rogers |

1. Mr. McBride made a motion to approve the application of Mr. Hammond. Mr. Burkhead seconded and all Board members voted aye to approve the applicant for licensing.
2. Mr. McBride made a motion to approve the application of Mr. Jones. Mr. Burkhead seconded and all Board members voted aye to approve the applicant for licensing.
3. Mr. McBride made a motion to approve the application of Mr. Licon. Mr. Allen amended the motion to add that the applicant provide a copy of his high school diploma or GED. Mr. Burkhead seconded and all Board members voted aye to approve the applicant for licensing once the additional documents have been provided.

4. Mr. McBride made a motion to approve the application of Mr. McCracken. Mr. Allen amended the motion to add that the applicant provide a copy of his high school diploma or GED. Mr. Burkhead seconded and all Board members voted aye to approve the applicant for licensing once the background check is provided.
5. Mr. McBride made a motion to approve the application of Mr. Naff. Mr. Burkhead seconded and all Board members voted aye to approve the applicant for licensing.
6. Mr. McBride made a motion to approve the application of Mr. Nelson contingent upon receipt of a clean background check from Virginia. Mr. Burkhead seconded and all Board members voted aye to approve the applicant for licensing.
7. Mr. McBride made a motion to approve the application of Mr. O'Brien. The applicant was on the phone and told the Board that he was having problems trying to get his background check from the state of Maryland. Mr. Allen amended the motion and said there was no criminal background concern. Mr. Neal said the Board can amend the motion to approved based on the applicant's hardship in getting the background check, but he would still have to provide it once he has received it. Mr. Burkhead seconded and all Board members voted aye to approve the applicant for licensing.
8. Mr. McBride made a motion to approve the application of Mr. Poole. Mr. Burkhead seconded and all Board members voted aye to approve the applicant for licensing.
9. Mr. McBride made a motion to approve the application of Mr. Rogers. Mr. Burkhead seconded and all Board members voted aye to approve the applicant for licensing.

2020 Registration Renewal

1. Phil Biggers

Mr. Allen made a motion to approve the license renewal of Mr. Biggers contingent upon his completion of an Attestation of Abstinence form. Mr. Trammell seconded and all Board members voted aye to approve the applicant for license renewal.

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

CONTINUING EDUCATION

1. **American Society of Home Inspectors (ASHI) – Twenty (20) CE Courses**

a. Inspecting Old Houses from the Ground Up (Part 1 of 2)	2 Hrs
b. Inspecting Old Houses from the Ground Up (Part 2 of 2)	2 Hrs
c. Integrating Building Science with Home Inspections	2 Hrs
d. The Science & Business of Mold	2 Hrs
e. Visual Inspection of Fiber Cement Siding	2 Hrs
f. Keeping it Cool-Air Conditioning & Heat Pumps	2 Hrs
g. Applying Structural Engineering to a Home Inspection	2 Hrs
h. Electrical Panel Inspections	2 Hrs
i. Basic Plumbing Inspections	2 Hrs
j. 100 Most Commonly Missed Electrical Defects	2 Hrs
k. A Closer Look at Grounding, Bonding and CSST	2 Hrs
l. Creepy Crawly Spaces	2 Hrs
m. ASHI Standard Deck Inspection	2 Hrs

n. Home Inspection Methodology & Learning from Mistakes	2 Hrs
o. Electrical Basics Plus GFCI & Gadget Limits	2 Hrs
p. Basement Inspections, Reporting and Identifying Defects	2 Hrs
q. 45 Years in HVAC – The Changes I have Seen	2 Hrs
r. How to Perform a Septic System Evaluation	2 Hrs
s. 45 Years in Plumbing – The Changes I have Seen	2 Hrs
t. Major Foundation Failures – Strategies for Diagnosis	2 Hrs

Mr. McBride said that some of the ASHI courses were renewals, but the schools did not specify the previous AHIB approval numbers. Mr. Allen made a motion to deny approval of the courses until verification of the renewals could be identified. Mr. Trammell seconded and all Board members voted aye to approve the motion to deny approval.

VIII. Agenda Item VIII: New Business

1. Update on Rule Changes for Apprenticeship Training Program - No update on this item.
2. Mr. Allen made a motion that the Board should allow Mr. Smith the opportunity to contact the College's & University's Technology Departments to get assistance with gathering statistical data on the high turnover rate of home inspectors. Mr. Burkhead seconded and all Board members voted aye to approve the motion.
3. Mr. McBride talked about how the Board should look at the education of instructors who are teaching courses approved by the Board. He said the Board should make education providers and CE courses better in order to slow down the revolving door of home inspectors.
4. Mr. Neal said that AAREI's CE courses could be taught in real-time, interactive online training. He said this is already in the Board's rules for CE courses.

IX. Agenda Item IX: Administrator's Update to Board

1. Ms. London told Board members that the cost of moving the office files and equipment to the new office would be \$750.00. Mr. McBride made a motion to approve the cost of the move. Mr. Trammell seconded and all Board members voted aye to approve the motion.

X. Agenda Item IX: SCHEDULE NEXT MEETING

The next meeting is scheduled for August 5, 2020 at 7:30 a.m. This will be a teleconference meeting.

XI. Adjournment

The Teleconference adjourned at 9:30 a.m.