

**Minutes of the Meeting of the
ARKANSAS HOME INSPECTOR REGISTRATION BOARD**

Department of Labor & Licensing
Wednesday – December 15, 2021 @9:30 a.m.

I. CALL TO ORDER / ROLL CALL

Mr. Burkhead called the meeting to order at 9:42 a.m.

Board Members Present:

Daniel Burkhead, Chairman	Allen Trammell, Vice Chairman(<i>via Zoom</i>)	
WC McBride, Secretary/Treasurer	Dillon Erwin	Chris Perry
Bob Downum (<i>absent</i>)	Marliese Kerr (<i>absent</i>)	

Board Administrator: Charlotte London

Assistant Attorney General: Julie Chavis (*via Zoom*)

New Applicants (*via phone & Zoom*): Kevin Adams, Logun Bain, LaVaine Murphy, Jason Peck, Lucas Talley, Chris Walker, Brian Wilson

Others Present: Home Inspectors-Monty Freel and Eric Hile (*AAREI*), Gayathri Arunachalam, ADLL Software Support Analyst

II. APPROVAL OF December 15, 2021 MEETING AGENDA

Mr. McBride made a motion to approve the agenda. Mr. Erwin seconded the motion. All Board members voted aye in favor of the motion.

III. APPROVAL OF MINUTES

1. September 1, 2021 – Incomplete
2. October 6, 2021 – Incomplete
3. November 3, 2021 - Incomplete

Mr. McBride made a motion to table the September, October and November minutes until the next Board Meeting. Mr. Erwin seconded the motion and all Board members voted aye in favor of the motion.

IV. FINANCIALS

- | | |
|-------------------------------|---------------------------------|
| 1. November 2020 - Incomplete | 8. June 2021 – Incomplete |
| 2. December 2020 – Incomplete | 9. July 2021 – Incomplete |
| 3. January 2021 – Incomplete | 10. August 2021 – Incomplete |
| 4. February 2021 – Incomplete | 11. September 2021 – Incomplete |
| 5. March 2021 – Incomplete | 12. October 2021 – Incomplete |
| 6. April 2021 – Incomplete | 13. November 2021 - Incomplete |
| 7. May 2021 – Incomplete | |

Mr. McBride made a motion to table the November 2020 through December 2021 minutes until the next Board Meeting. Mr. Perry seconded the motion and all Board members voted aye in favor of the motion.

V. STATUS OF COMPLAINTS / APPEALS / HEARINGS

1. Old Complaints

1. **202107-18** – Complaint Filed July 2021. Notification to HI sent by Regular mail on 8/10/2021. HI response received 8/25/2021. Complaint emailed to Investigator on 10/01/2021. Summary received from Investigator on 10/11/2021 with a recommendation of a \$100.00 fine and a Consent Agreement from Ms. Chavis.

Mr. McBride made a motion to approve the Consent Agreement and fine for the home inspector. Mr. Erwin seconded and all Board members voted aye in favor of the motion.

2. New Complaints

1. **202110-21** - Complaint Filed October 2021. Notification to HI sent by Certified & Regular mail on 10/20/2021.
2. **202110-22** - Complaint Filed October 2021. Notification to HI sent by Certified & Regular mail on 10/20/2021.
3. **202110-23** - Complaint Filed October 2021. Notification to HI sent by Certified & Regular mail on 10/28/2021.

3. Hearings

None Scheduled

VI. REVIEW OF NEW APPLICANTS

A. New Applicants

- | | |
|---------------------------------|-------------------|
| 1. Kevin Adams | 6. LaVaine Murphy |
| 2. Jeffery Antoine | 7. Jason Peck |
| 3. Logun Bain – Reconsideration | 8. Lucas Talley |
| 4. Jerry Carter | 9. Chris Walker |
| 5. Landon Greenwood | 10. Brian Wilson |

1. Mr. McBride made a motion to approve the application for **#1-Kevin Adams**. Mr. Perry seconded and all Board members voted aye in favor of the motion.
2. Mr. McBride made a motion to approve the application for **#2-Jeffery Antoine** contingent upon the applicant answer #14 on the application and provide his home address on a revised Certificate of Insurance. Mr. Erwin seconded and all Board members voted aye in favor of the motion.
3. Mr. Bain's application was tabled at the November meeting because the Board had questions about his application. Mr. McBride made a motion to approve the application for **#3-Logun Bain**, with discussion. Mr. Perry seconded the motion. Mr. Burkhead asked Mr. Bain if he had ever been on the ahib.org website and Mr. Bain replied that he searched different sites until he saw one for the school. Mr. Burkhead asked him how he found out that he was supposed to be licensed to perform home inspections. Mr. Bain said that he had performed one home inspection and he did not do any more after he found out that he was supposed to have a license. All Board members voted aye in favor of the motion.
4. Mr. McBride made a motion to approve the application for **#4-Jerry Carter**. He said Mr. Carter needs to answer #14 on the application and provide a correct Certificate of Insurance with his name on it. Mr. Perry seconded and all Board members voted aye in favor of the motion.
5. Mr. McBride made a motion to approve the application for **#5-Landon Greenwood**. Mr. Erwin seconded and all Board members voted aye in favor of the motion.

6. Mr. McBride made a motion to approve the application for **#6-LaVaine Murphy**. Mr. Erwin seconded. Mr. Trammell asked Mr. Murphy if he had any CE courses and Mr. Murphy replied that he had. Mr. Burkhead asked him how many CE hours he takes each year and he replied 20 hours. All Board members voted aye in favor of the motion.
7. Mr. McBride made a motion to approve the application for **#7-Jason Peck** contingent upon him providing a corrected Certificate of Insurance with his home address. Mr. Perry seconded and all Board members voted aye in favor of the motion.
8. Mr. McBride made a motion to approve the application for **#8-Lucas Talley**. Mr. Perry seconded and all Board members voted aye in favor of the motion.
9. Mr. McBride made a motion to approve the application for **#9-Chris Walker** contingent upon Mr. Walker answering #21 on the application and emailing it to Ms. London. Mr. Perry seconded and all Board members voted aye in favor of the motion.
10. Mr. McBride made a motion to approve the application for **#10-Brian Wilson** contingent upon Mr. Wilson answering #21 on the application and emailing it to Ms. London. Mr. Perry seconded and all Board members voted aye in favor of the motion.

VII. CONTINUING EDUCATION / PRE-REGISTRATION COURSES

A. CONTINUING EDUCATION

1. AAREI Spring Seminar 2022

COURSE NAME	CREDIT HRS
Report Writing & Risk Management	2 Hrs
Inspecting Old Electrical Systems	2 Hrs
Manufactured Housing	2 Hrs
Fundamentals of Fuel Gas & High Efficiency Appliance Venting	2 Hrs
Air Conditioning & Heat Pumps	2 Hrs
Foundation Problems & Identification	2 Hrs
Roof Materials Identification & Expected Life	2 Hrs

Mr. McBride made a motion to table the AAREI CE Courses until January. Mr. Perry seconded and all Board members voted aye in favor of the motion.

B. PRE-REGISTRATION

2. AmeriSpec – Renewal of 80-Hr Pre-Registration Course

COURSE NAME	CREDIT HRS	Previous AHIB Approval No.
AmeriSpec Technical Academy	80 Hrs	PR-2020-01

Mr. McBride made a motion to approve the renewal of AmeriSpec’s 80-Hr pre-registration Course. Mr. Erwin seconded and all Board members voted aye in favor of the motion.

VIII. NEW BUSINESS

1. McKissock's Misleading CE Advertising – The Board had received an email with misleading advertising. Mr. Burkhead had read the add and he did not think that it was misleading. No further action was needed.

IX. OLD BUSINESS

1. Update on Proposed Rule Changes – No updates.

X. ADMINISTRATOR'S UPDATE to BOARD MEMBERS

1. Weekly Reports to Dept. of Labor
2. Insurance expiration letters for December were mailed on November 12, 2021.
Insurance expiration letters for January 2022 were mailed on December 17, 2021.

XI. 2022 REGISTRATION RENEWALS

Mr. Burkhead read the license numbers of the home inspectors whose license had been renewed for 2022. Mr. McBride made a motion to approve the license renewals. Mr. Perry seconded the motion and all Board members voted aye in favor of the motion.

XII. SCHEDULE NEXT MEETING

January 12, 2022 @ 9:30 a.m. in the 4th Floor Board Room at the Dept. of Labor & Licensing
(Meeting date and time are subject to change at the discretion of the Board)

XIII. ADJOURNMENT

The meeting was adjourned at 2:11 p.m.