

V. STATUS OF COMPLAINTS / APPEALS / HEARINGS

1. Old Complaints

1. **202103-13** - Complaint Filed March 2021. Notification to HI sent by Certified Mail 04/09/2021. HI signed for and received Certified Letter on April 23, 2021. Home Inspector has not responded as of July 6, 2021. Complaint emailed to Investigator on July 6, 2021. Ms. Chavis said the Investigator had recommended dismissal of this complaint since the Complainant and the Home Inspector were trying to resolve it. Closed
2. **202105-14** - Complaint Filed May 2021. Notification to HI sent by Regular and Certified Mail 05/12/2021. Regular mail was returned with an incorrect address sticker on May 26, 2021. Certified mail was returned from the post office as 'unable to forward' on 6/17/2021. Complaint Notification & request for current mailing address emailed to HI on 7/20/2021. HI responded via email on 8/2/2021. Complaint emailed to Investigator on 8/2/2021. Summary received 8/5/2021 with recommendation of dismissal. Closed
3. **202106-15** - Complaint Filed June 2021. Notification to HI sent by Regular Mail on 6/10/2021. HI responded 6/29/2021. Complaint emailed to Investigator on July 6, 2021. Summary received 7/16/2021. Dismissal Recommended. Closed
4. **202106-16** - Complaint Filed June 2021. Notification to HI sent by Regular mail on 6/25/2021. Complaint emailed to Investigator on July 6, 2021. This complaint is linked to Complaint No.: 202106-15. Summary received 7/16/2021. Dismissal Recommended. Closed
5. **202107-17** - Complaint Filed July 2021. Notification to HI sent by Regular mail on 7/20/2021. HI responded via email on 7/27/2021. Complaint emailed to Investigator on 7/29/2021. Summary received 8/2/2021 with recommendation of dismissal. Closed

Ms. Chavis provided an update on Complaints. Ms. Chavis said the first five listed complaints have been dismissed and can be removed from next month's agenda. Complaints numbered 6 & 7 were just sent to the complaint investigator on October 1, 2021 and will be addressed when the investigations are complete.

6. **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.
7. **202108-19** - Complaint Filed August 2021. Notification to HI sent by Regular mail and Email on 8/10/2021. HI response received via email on 8/16/2021. Complaint emailed to Investigator on 10/01/2021.

2. New Complaints

1. **202109-20** - Complaint Filed September 2021. Notification to HI sent by Certified & Regular mail on 10/01/2021.

3. Hearings

None Scheduled

VI. REVIEW OF NEW APPLICANTS

A. New Applicants

1. Brent Beaty
2. John Bourgeois II
3. Daniel Cambron
4. Phillip Clark
5. Shelby Gerasimenko
6. Jeremy Goldman
7. Scott Howard
8. Matthew Huie
9. Gary Peterson, Jr.
10. Tyler Raney
11. Paul Stringfellow
12. Phillip Troutte
13. Clint Wadley

Mr. McBride made a motion to approve the applications for #2-John Bourgeois II, #3-Daniel Cambron, #4-Phillip Clark, #5-Shelby Gerasimenko, #7-Scott Howard, #9-Gary Peterson, Jr., #11-Paul Stringfellow, #12-Phillip Troutte and #13-Clint Waldley. Mr. Trammell seconded the motion. There was discussion about the other applications missing AHIB Approval numbers or the time frame for completion of classes. All Board members voted aye in favor of the motion.

Mr. McBride made a motion to approve the application for #1-Brent Beaty. Mr. Erwin seconded the motion. This application was missing the AHIB Approval number and will be added by Ms. London. All Board members voted aye in favor of the motion.

Mr. McBride made a motion to approve the application for #6-Jeremy Goldman. Mr. Trammell seconded the motion. The time frame for completion of classes was discussed and it was determined not to be an issue. All Board members voted aye in favor of the motion.

Mr. McBride made a motion to approve the application for #8-Matthew Huie. Mr. Erwin seconded the motion. The time frame for completion of classes was discussed and it was determined not to be an issue. All Board members voted aye in favor of the motion.

Mr. McBride made a motion to approve the application for #10-Tyler Raney. Mr. Erwin seconded the motion. This application was missing the AHIT number and will be added by Ms. London, All Board members voted aye in favor of the motion.

Nancy Bergeron was present via Zoom and had questions about rules concerning home inspectors with spouses who are licensed realtors. Mrs. Bergeron’s husband is a licensed home inspector and she asked for more details about the license laws concerning home inspectors not being allowed to inspect properties associated with the realty company their spouse is employed by. Ms. Chavis, who represents both the Arkansas Home Inspector Registration Board and the Board of Realtors, answered Mrs. Bergeron’s questions. She explained the Conflict of Interest when a home inspector is inspecting homes listed and sold by his wife or the company she works for and both parties are being paid a fee. Mr. Burkhead explained to Ms. Bergeron that it is also a Conflict of Interest for a home inspector who holds a contractor’s license to make any repairs on a home that he inspects or inspect a home that he has worked on within the last 12 months.

VII. 2021 REGISTRATION RENEWALS

None

VIII. CONTINUING EDUCATION / PRE-REGISTRATION COURSES

A. CONTINUING EDUCATION

1. McKissock 100% Education – Four (4) Online & Correspondence CE Courses

COURSE NAME	CREDIT HRS
a. Mold and Home Inspections: An Overview	2 Hrs
b. Mold and Home Inspections: An Overview <i>(Correspondence)</i>	2 Hrs
c. Plumbing Cross Connections & Issues for Home Inspectors	2 Hrs
d. Plumbing Cross Connections & Issues for Home Inspectors <i>(Correspondence)</i>	2 Hrs

Mr. McBride made a motion to approve the four courses submitted by McKissock. Mr. Erwin seconded the motion. There was discussion concerning whether the mold classes were appropriate since Arkansas Home Inspectors are not required to inspect for mold. It was decided that home inspections benefit from the additional knowledge provided by these courses. All Board members voted aye in favor of the motion.

**2. American Society of Home Inspectors – Eighteen (18) Classroom CE Courses
ASHI Inspection World 2022**

COURSE NAME	CREDIT HRS
a. ASHI Standard Deck Inspection -Part 2	2 Hrs
b. The Science of Air Conditioning & Heat Pumps	2 Hrs
c. Correcting Crawlspace Environmental Issues for Better Indoor Air Quality	2 Hrs
d. Electrical Inspections: Beyond the Three Light Tester	2 Hrs
e. Inspecting the Exterior – The Hidden Problems	2 Hrs
f. Fireplaces & Wood Stoves: Fire in the House!	2 Hrs
g. Inspecting Masonry	2 Hrs
h. Inspection & Development of Modern Plumbing & Sewer Systems	2 Hrs
i. Intro EIFS, Stucco & Stone Veneer	2 Hrs
j. Masonry Installation Methods, Techniques and Practices	2 Hrs
k. Inspecting Mobile / Manufactured Homes	2 Hrs
l. Getting into the Mold Business	2 Hrs
m. How to Inspect Radon Mitigation System using ASHI Standards	2 Hrs
n. Roofing: The Devil is in the Details	2 Hrs
o. Basic Electrical Inspection & Safety	2 Hrs
p. Inspecting Pools & Spas / Hot Tubs	2 Hrs
q. Residential Heating, Cooling & Ventilation Systems	2 Hrs
r. Understanding & Inspecting Old & New Forced Air Heating Systems	2 Hrs

Mr. McBride made a motion to approve all eighteen courses submitted by ASHI. The motion was seconded by Mr. Trammell. All Board members voted aye in favor of the motion.

B. PRE-REGISTRATION

NONE

IX. NEW BUSINESS

1. Beware of Scam – Widespread scam targeting Home Inspectors.
Mr. Burkhead explained how the scam is presented. A notice of the scam has been sent to all home inspectors and will be posted to the AHIB website.
2. ADLL Secretary & Chief of Staff met with Ms. London on 9/21/2021 to discuss possible findings by Legislative Audit. Ms. London provided a copy of the documents to each of the Board members for their review and discussion.
3. Ms. London met with CFO about PCard, Investigator’s payment & AASIS responsibilities on 9/21/2021. P-Card problem was finally resolved on 9/23/2021 & the Investigator was paid on 9/24/2021.

4. Ms. London met with Ken Treadwell on 9/30/2021. He said the Board's laptop has surpassed its useful life and it's time for it to be put down & replaced with a Surface Pro. Copies of the equipment needed and its costs were provided to each Board Member.

Mr. McBride made a motion to approve up to \$2,500 for a new Surface Pro and needed accessories. The motion was approved by Mr. Erwin. Mr. Trammell asked where the money would come from to pay for these items. Ms. London stated the funds would come from Operating Expenses. All Board members voted aye in favor of the motion.

5. Suggestions for revised application for licensing. The suggestions for revisions to the application for licensing form as submitted by Ms. London were approved. Ms. Chavis advised the Board that the revisions were not a problem. Some revisions were suggested for the renewal form also.

X. OLD BUSINESS

1. Update on Proposed Rule Changes – Ms. Chavis will give the update.

A copy of the changes was provided to each of the Board members. Ms. Chavis went over the rule changes with the Board and explained that the changes are being made as a result of laws passed in the last two legislative sessions. She asked the Board to approve the rule changes so she could meet her deadline. She stated that Board members could take the next month to review the rule changes if needed as long as they could approved at the November board meeting. Mr. McBride expressed disappointment that the apprenticeship program had not been made a requirement for becoming a licensed home inspector. Ms. Chavis explained that the current attitude in the legislature is towards less controls for licensing and it is best to maintain a low profile at this time. She explained that starting the apprenticeship as a volunteer program would show that new home inspectors want the program. This could lead to the program becoming law at a later date.

Mr. McBride made a motion to approve the proposed rule changes. Mr. Erwin seconded the motion. Mr. Perry asked for a definition of "experienced home inspector" as it relates to the apprentice program. Mr. Burkhead and Mr. McBride explained that the definition was decided by the Board four years ago and that an experienced home inspector is one that has 4 years of experience and/or has completed 400 paid inspections. All Board members voted aye in favor of the motion.

XI. ADMINISTRATOR'S UPDATE to BOARD MEMBERS

1. Weekly Reports to Dept. of Labor
2. Requesting Board approval for the purchase of approximately \$1,100.00 for the renewal period, i.e., paper, toner, file folders, envelopes and stamps, etc. The total includes the purchase of supplies that have been depleted over the last few months.

Mr. McBride made a motion to approve \$1,100.00 for supplies needed for the home inspector renewal period. Mr. Erwin seconded the motion. All Board members voted aye in favor of the motion.

3. Covid 19 Notice will be added to renewal packets again this year, so that there will be no hand-deliveries to the office.

Mr. McBride made a motion that the Covid 19 Notice be included in the renewal packets again this year thereby prohibiting hand delivery of renewals to the AHIB office. Mr. Erwin seconded the motion. All Board members voted aye in favor of the motion.

4. Ms. London requested Board approval to add a line for the applicant's AR DL # on the Home Inspector application form. This is due to the State Police site asking for additional information after submitting a request. This request was approved earlier in the Board meeting under New Business for Revisions to the Application form.
5. Bureau of Legislative Research audit for FY19 and FY20 is now in progress. They have requested a log of every check received during FY20. CAFR has also requested the log for FY21. Ms. London said she is working on both, as time permits.
6. Insurance expiration letters for October were mailed on September 15, 2021.

XII. SCHEDULE NEXT MEETING

1. November 3, 2021 @ 9:30 a.m.
(Meeting date and time are subject to change at the discretion of the Board)

XIII. ADJOURNMENT

Mr. McBride made a motion for adjournment with a second by Mr. Erwin.
All Board members voted aye in favor of the motion.
The meeting was adjourned at 11:08 a.m.