

**Minutes of the Meeting of the
Arkansas Home Inspector Registration Board
Attorney General Building, Little Rock
March 4, 2016**

Interim Chairman Wayne Pace called the meeting to order at approximately 8:19am. Board members Wayne Pace, Anthony Utsey, Cheryl Payne, Allen Trammell, Joe Kanopsic were present. Board members Bob Downum and Robert Neal were absent (attended via telephone). Also present was Attorney General Deputies Julie Chavis and Meredith Rebsamen, AAREI lobbyist Bob Balhorn, Governor's liason Courtney Massey, DFA-Office of Accounting staff Lisa Wilkerson, Melanie Hazeslip, and Melina Campbell and Johnny Dill.

Item A - Call to order – Meeting was called to order at 8:19 AM

Item B - Change rule 104 D4

Wayne Pace asked for a change to be made to rule 104 D4 (10 day meeting notice). Robert Neal moves to continue the board meeting today without the executive director present Bob Downum seconds. All board members – yes.

Item C - Executive Session

Mr. Pace states that all new applicants will be held until the board meeting March 30th. Mr. Pace then requests a motion to break for Executive Session, Allen Trammell moves to break and Mr. Neal seconds.

Mr. Trammell asked if it's normal to have a board meeting without the executive director and Julie Chavis responds that Executive Director Sam Wherry knew about the meeting and had other obligations. Meredith Rebsamen clarifies that Mr. Wherry would not be in an Executive Session meeting even if he was present but only after an Executive Session break would anyone know what was discussed.

EXECUTIVE SESSION BREAK

Item D - Exiting Executive Session

Mr. Pace opens the meeting back up. Mr. Neal makes a motion to terminate Mr. Wherry for lack of work, job performance, insubordination, and unclear emails. Mr. Downum seconds the motion. Board vote: Neal, Downum, Pace, Payne – Yes; Trammell, Utsey, Kanopsic – Nay.

Item E - Informal Discussion

Ms. Chavis says a letter needs to be sent to Mr. Wherry notifying him of the board's decision. Ms. Rebsamen adds that one board member will need to draft the letter with

Ms. Chavis and the board needs to vote on that. Mr. Pace has the authority to sign the letter and should draft with Ms. Chavis assistance. Ms. Rebsamen also adds that one board member should call Mr. Wherry and notify him of the board's decision. She instructs all other board members to not discuss this meeting or the outcome with Mr. Wherry so that all correspondence is from one member and not multiple members. Mr. Downum moves for Mr. Pace to write the letter Mr. Kanopsic seconds, all board members agree.

Mr. Trammell offers to contact Mr. Wherry. Mr. Utsey makes a motion for Mr. Trammell to contact the Mr. Wherry, Mr. Pace seconds that motion. All board members agree for Mr. Trammell to contact and notify by phone.

Mr. Pace informs the board he has already spoken to DFA – Office of Accounting staff and they are willing to assist in absence of an Executive Director. Ms. Hazeslip informs the board that all locks to the AHIB office will be changed today and personal belongings will be gathered and held in DFA Human Resources Manager Amy Valentines office for Mr. Wherry to pick up. She also tells the board that state property will need to be received from Mr. Wherry and list: laptop, phone, files.

Ms. Hazeslip asked if hearings will be held at the next board meeting and Ms. Chavis responds they will not.

Item F - New Business

Mr. Pace moves to new business. Jason Eddy out of Texarkana was recently denied a license for Home Inspector in Arkansas but Mr. Eddy has a license in Texas. He was denied because Texas classes do not match Arkansas classes and the exams are not the same. Mr. Trammell moves to authorizes Mr. Utsey to review the class material that Mr. Eddy took in Texas and decide if he can use this to qualify as an Arkansas Home Inspector Mr. Pace seconds the motion. If Mr. Eddy is approved he will still need to take the two national exams, National Home Inspector's Standards and ethics. All board members vote yes.

Mr. Pace asked about lifting the hiring freeze. Mr. Trammell moves for Mr. Pace to complete the form to lift the freeze and Mr. Utsey seconds. Ms. Rebsamen recommends that job description be set for next executive director at the time of hire so there is something to comply with. Ms. Hazeslip adds this position can be advertised with those specifics. Mr. Downum would like to change the job title for this position but Ms. Rebsamen states it is written in the Act but does not have to be advertised as Executive Director. Ms. Wilkerson adds that the job can be cross graded.

Item G - Adjournment

Mr. Kanopsic makes a motion to adjourn and Mr. Trammell seconds.