

**Minutes of the Meeting of the  
Arkansas Home Inspector Registration Board  
Conference call  
April 27, 2016**

Board members Wayne Pace, Joe Kanopsic, Robert Neal, and Allen Trammell are present via telephone conference call. Also present for phone conference call was Assistant Attorney General Julie Chavis, DFA-Office of Accounting staff Melanie Hazeslip and Melina Campbell.

**Agenda Item A – Call to Order** – Mr Pace calls the meeting to order at 8:36 am.

Mr. Pace stated that today’s conference call meeting is to discuss new applicants only. Mr. Neal makes a motion to review the previous board meeting minutes in a future board meeting, Mr. Kanopsic seconded the motion. Board meeting minutes to be approved at the next board meeting.

**Agenda Item B – Review of Denied Applicants (2)**

1. Mr. Pace stated there are two applicants to be looked at again that were denied in the previous board meeting.
  - a) Jay D Duncan
  - b) Matthew Daniel Brentlinger
2. Mr. Pace reports that Jay Duncan has submitted a letter from the mayor of Decatur. Mr. Kanopsic asked Mrs. Chavis if the law is specific regarding the municipality being a permanent position or contract basis. He feels the applicant has been hired on a contract because the letter states Mr. Duncan’s services will be utilized on an “as needed” basis.

Mr. Pace read section 304 D 2A of the rules and says the law is unclear and does not say that an employee must be in a position holding regular hours or contract basis. He added that Decatur is a city with a population of 1,756 and they probably cannot afford to have that position on salary. Mr. Neal stated there is no specification between contractor versus employee. Mr. Kanopsic moved to approve Mr. Duncan, Mr. Trammell seconded. All board members – yes.
3. Mr. Pace reported that in the last board meeting they recommended Matthew Brentlinger submit a background check from Oklahoma for the boards review. Mr. Brentlinger has since submitted the Oklahoma background check and it is clear. Mr. Neal moved to approve the applicant, Mr. Kanopsic seconded. All board members – yes.

### **Agenda Item C – Review of New Applicants (4)**

1. Mr. Pace stated that there were four other applicants to be reviewed.
  - a) Tommy Lee Collins
  - b) Patrick Keith Rogers
  - c) David Brien Lichten
  - d) Andrew David Thielman
2. Mr. Pace pointed out that the insurance on Tommy Collins did not reflect Arkansas Home Inspector Registration Board as the certificate holder. Mr. Neal moved to approve the applicant contingent on the corrected insurance form being received, Mr. Kanopsic seconded. All board members – yes.  
\*Mrs. Hazeslip will get a corrected insurance form.
3. Mr. Kanopsic moved to approve Patrick Rogers, Mr. Neal seconded. All board members – yes.
4. Mr. Pace stated that David Lichten's insurance from certificate holder reflects Home Inspector Board but should say Arkansas Home Inspector Registration Board. Mr. Neal moved to approve the applicant contingent on the insurance being corrected, Mr. Trammell seconded. All board members – Yes.  
\*Mrs. Hazeslip will get a corrected insurance form.
5. Mr. Pace asked the board if they wanted Andrew Thielman to get a background check from his previous state of residence since he moved to Arkansas in 1999. Mr. Neal stated that he feels that is not necessary and moved to approve the applicant, Mr. Trammell seconded. All board members – Yes.

### **Agenda Item D – Adjournment**

Mr. Pace asked for a motion to adjourn. Mr. Neal moved to adjourn at 8:45 am, Mr. Kanopsic seconded.