



Andy Beshear
GOVERNOR

Jacqueline Coleman
LIEUTENANT GOVERNOR

PUBLIC PROTECTION CABINET

**Kentucky Real Estate Authority
Board of Home Inspectors**

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Ray A. Perry
SECRETARY

**October 25, 2022
10:00 A.M.**

BOARD MEETING MINUTES

MEMBERS PRESENT

James Chandler, Chair
Mark Hiten, Vice Chair
Mitch Buchanan
Ralph Halcomb
Paul Ogden

KENTUCKY REAL ESTATE AUTHORITY

Tatum A. Herrington, Board Administrator
August Pozgay, General Counsel
Hannah Carlin, Deputy Executive Director

GUESTS

Lori Keeney

CALL TO ORDER AND GUEST WELCOME

Board Chair Chandler called a meeting of the Kentucky Board of Home Inspectors to order at 10:01 a.m. A quorum was established. Introductions were made, and guests in attendance were welcomed.

Approval of September Minutes

Member Hiten made a motion to approve the September meeting minutes with the proposed changes. The motion was seconded by member Halcomb. With all in favor, the motion carried.

KREA Executive Director Comments

Kentucky Real Estate Authority (KREA) Deputy Executive Director Hannah Carlin gave an agency update. Mrs. Carlin stated former KREA Executive Director Robert Astorino retired September 30th. She informed the Board KREA's fiscal coordinator started October 16th and an Investigator will begin November 1st.

Legal Report

At 11:16 a.m. member Hiten made a motion to enter closed session pursuant to KRS 61.810(1)(c) and (1)(k) and KRE 503, for discussions of implications of the Open Meetings Act, with board staff and counsel. Member Halcomb seconded the motion. All in favor, the Board entered executive session.

At 11:09 a.m. member Hiten made a motion to enter open session. Member Buchanan seconded the motion. All in favor, the motion passed.

Mr. Pozgay provided a status update on case 21-KBHI-001. He also presented a draft as requested by the Board for a reminder of licensee advertisement requirements.

Member Halcomb made a motion to send the reminder as drafted via email to all licensees. Member Hiten seconded the motion. All in favor, the motion passed.

At 11:16 a.m. member Ogden made a motion to enter closed session KRS 61.810, (1)(c) and (1)(j), for discussions of proposed or pending litigation and deliberations of a quasi-judicial body regarding individual adjudications in 20-KBHI-005 and a letter to the Board, with board staff and counsel. Member Chandler seconded the motion. All in favor, the Board entered executive session.

At 11:42 a.m. member Hiten made a motion to enter open session. Member Buchanan seconded the motion. All in favor the motion passed.

Member Buchanan made a motion to authorize General Counsel to assign complaint on an anonymous letter brought to the Board for a preliminary investigation by the KREA investigator. Member Halcomb seconded the motion. All in favor, the motion passed.

Member Halcomb made a motion to reject the counterproposal from the licensee as drafted for case 20-KBHI-005 and authorize general counsel to continue settlement discussions as directed by the Board. Member Halcomb seconded the motion. All in favor, the motion passed.

Licensure Report

Board Administrator Tatum Herrington gave the licensure report. As of October 25, 2022, there are 593 active licensees, nineteen (19) inactive licensees, and thirty-eight (38) inactive non-renewal licensees, with a total of 650 licensees.

Application Committee Report

Member Buchanan, of the application committee, reported the following:

The application committee reviewed sixteen (16) initial license and renewal applications. Of those applications, thirteen (13) were recommended for approval: B.B., D.S., J.B., J.R., R.B., S.C., V.S., W.M., C.C., D.B., G.M., J.E., R.K., and three (3) were recommended for deferral due to missing required documentation: E.P., R.T., K.S.

Member Buchanan made a motion to accept the recommendations of the committee. Member Hiten seconded the motion. All in favor, the motion passed.

Education Committee Report

Member Halcomb of the education committee made the following recommendations:

InterNACHI

- 10 Steps to Performing a Roof Inspection
- Energy Movements for Inspectors
- How to Inspect Fireplaces, Stoves, and Chimney's Course
- How to Inspect HVAC Systems Course
- How to Inspect the Exterior Course
- How to Perform Residential Electrical Inspections Course
- Inspecting Foundation Walls and Piers Course
- Inspecting Tile Roofs Class
- Log Home Inspection Course
- Residential Plumbing Overview for Inspectors Course
- Structural Issues for Home Inspectors Course
- The House as a System Course

Member Halcomb made a motion to approve the continuing education courses listed above. Member Buchanan seconded the motion. All in favor, the motion passed.

Pillar to Post

- Pre-licensing course

Member Halcomb made a motion to defer the pre-licensing course listed above for further review. Member Buchanan seconded the motion. All in favor, the motion passed.

Complaint Committee Report

Board Chair Chandler stated the complaint committee will meet before the November Board meeting.

New Business

ASHI InspectionWorld 2023

Member Ogden made a motion to have the Chairman and Board staff investigate financials for the ASHI InspectionWorld conference and determine a delegation of the Board to attend. Member Buchanan seconded the motion. All in favor, the motion passed.

License Cards

Member Ogden made a motion for Board staff to explore restoring physical license cards and to provide a report to the Board. Member Hiten seconded the motion. All in favor, the motion passed.

Motion to Approve Timesheets

Member Hiten made a motion to approve timesheets. Member Halcomb seconded the motion. All in favor, the motion passed.

Public Comments

There were no public comments.

Meeting Adjournment

With no further business to discuss, member Hiten made a motion to adjourn. Member Halcomb seconded this, and with all in favor the meeting adjourned at 12:12 a.m.

Pursuant to KRS 324B.060, I, Natalie W. Brawner,
Executive Director of the Kentucky Real Estate Authority
(KREA), have reviewed and Approved the expenditures for the meeting
of the Kentucky Board of Home Inspectors (the Board) held on
October 25, 2022. Although I was not present at this meeting, my Approval is
based upon my review of the expenditures as described in the minutes and in
greater detail as on file with the KREA. I did not review, nor did I participate in
discussions, deliberations, or decisions regarding the actions taken by the Board at
this meeting related to individual disciplinary matters, investigations, or applicant
reviews. The Board approved the minutes of its October 25, 2022 meeting at
its meeting held on November 22, 2022.

Natalie W. Brawner 2/20/2023
KREA Executive Director/Date