

**KENTUCKY BOARD OF HOME INSPECTORS
MEETING MINUTES
April 12, 2016**

A regular meeting of the Kentucky Board of Home Inspectors was held at the Office of Occupations and Professions in Frankfort, KY on April 12, 2016.

MEMBERS PRESENT

Mark G. Oerther, Chairman
Robert P. Johnson, Vice Chairman
Welford “Bud” Wenk
Edward “Neal” Tong
Mitch D. Buchanan
Ken Fister
James A. Chandler

MEMBERS ABSENT

Mariah Gratz, Citizen at Large

OCCUPATIONS AND PROFESSIONS STAFF

Larry Brown, Executive Director
Robin Vick, Administrative Section Supervisor
Megan Woodson, Board Administrator

OFFICE OF THE ATTORNEY GENERAL

Brian Judy, Office of the Attorney General

GUESTS

Alex Sattari
Don Gaines
Steve Keeney

A meeting of the Kentucky Board of Home Inspectors, Complaint Committee, was called to order at 9:30 a.m., Tuesday, April 12, 2016 at the Office of Occupations and Professions in Frankfort, KY. A motion was made by Mr. Oerther to go into closed session for the Complaint Screening Committee per KRS 61.810 (1)(c), seconded by Mr. Chandler. A motion was made by Mr. Oerther to come out of closed session, seconded by Mr. Chandler. The committee meeting adjourned at 10:10 a.m.

CALL TO ORDER

Mr. Oerther called the meeting to order at 10:22 a.m.

MINUTES

A motion was made by Mr. Wenk to approve the meeting minutes from March 8, 2016. Mr. Chandler seconded that motion and it carried.

MONTHLY FINANCIAL REPORT

The financial statement for March 2016 was reviewed by the Board.

LICENSURE STATUS REPORT

There are currently 405 licensed Home Inspectors.

BOARD CHAIRMAN’S REPORT

No Report

BOARD COUNSEL REPORT

No Report.

OCCUPATIONS AND PROFESSIONS REPORT

Mr. Brown informed the Board of current events at O&P including the office's transition to a new licensing database which will help support the goal of being more efficient and automated when it comes to the licensure process and every day board functions. Mr. Brown asked that board members be patient during this transition. Mr. Brown also relayed notes from Finance advising that the budget process will require Memorandum of Agreements between the Boards and the O&P office. Mr. Brown reminded board members of proper board meeting procedures.

OLD BUSINESS

Mr. Chandler made a motion to amend 815 KAR 6:010 as discussed per LRC's suggestion. Mr. Buchanan seconded the motion and it carried.

Mr. Wenk made a motion to amend 815 KAR 6:040 as discussed per LRC's suggestion. Mr. Buchanan seconded the motion and it carried.

Mr. Fister made a motion to amend 815 KAR 6:080 as discussed per LRC's suggestion. Mr. Johnson seconded the motion and it carried.

Mr. Buchanan made a motion to amend 815 KAR 6:090 as discussed per LRC's suggestion. Mr. Fister seconded the motion and it carried.

Mr. Buchanan made a motion to appoint Mr. Oerther to review and approve 815 KAR 6:010, 6:040, 6:080, and 6:090 once Mr. Judy makes the final changes. Mr. Wenk seconded the motion and it carried.

The Board continued the discussion of having a booth at the 2017 Kentucky State Fair. Mr. Buchanan and Mr. Wenk will research booth displays for next month's meeting.

The Board continued discussion and planning of the possibility of recording a statewide public service announcement. Mr. Johnson will initiate a draft of the public service announcement for next month's meeting.

NEW BUSINESS

The Board reviewed previous inquiries from On-Course Learning regarding students re-taking their pre-licensing exam. The Board wishes to clarify that all exams are to be taken in person, in a live classroom setting, proctored by an employee of the school. Mrs. Woodson will send this clarification to On-Course Learning.

Mrs. Woodson presented an email from a citizen explaining their concerns of unlicensed individuals working for licensed individuals and assisting with home inspections. The Board will continue to discuss and develop their definition of "engage or work in" located in KRS 198B.712 (2) for the purposes of adding it to their regulations.

The Board reviewed an inquiry from Michael Patton, License#2005, regarding the "Disciplinary Action" section of the Board's website and why there were no entries on the page. Mr. Patton also questioned why the history of complaints is not listed on this portion of the website. The Board advises that complaints are the initial stages of possible disciplinary action and complaint information is not posted to the website. The current "Disciplinary Action" page reflects the outcome of disciplinary actions beginning January 1, 2016 and forward. Mrs. Woodson will respond to Mr. Patton.

The Board reviewed an email from Herve Drompt asking if a license is necessary for a marketing brand to advertise as a home inspection service that would outsource the service to a local company. The Board advises that pursuant to KRS 198.712, the owner of the business or an employee of the business must be licensed in order to advertise, claim to be, or work as a home inspector. The Board advises that an employee

of the business is not someone who has been outsourced or subcontracted to perform home inspection services. Finally, the Board only licenses individuals, not businesses. Mrs. Woodson will respond to Mr. Drompt.

NEWSLETTER COMMITTEE REPORT

The Newsletter Committee discussed content for the upcoming quarterly newsletter including reminders regarding the renewal process and updates on the Board's recent initiatives. Mr. Wenk made a motion to appoint Mr. Johnson to approval any final changes. Mr. Buchanan seconded the motion and it carried.

EDUCATION COMMITTEE REPORT

The Education Committee made the following recommendations:

- International Association of Certified Home Inspectors (InterNACHI) ***approved*** as a continuing education provider ***contingent*** upon receiving the remaining provider approval fee.

Mr. Wenk seconded the motion and the motion carried.

- International Association of Certified Home Inspectors (InterNACHI) continuing education courses ***approved contingent*** upon receiving the remaining provider approval fee:
 - How to Inspect HVAC Systems – 6 hrs
 - Safe Practices for the Home Inspector – 2 hrs
 - Structural Issues for Home Inspectors – 4 hrs
 - Inspecting Foundation Walls – 3 hrs
 - How to Perform Exterior Inspections – 6 hrs
 - How to Perform Residential Electrical Inspections – 4 hrs
 - Residential Plumbing Overview for Inspectors – 6 hrs
 - Log Home Inspection – 4 hrs
 - How to Inspect Manufactured and Mobile Homes – 3 hrs

Mr. Buchanan seconded the motion and the motion carried.

- International Association of Certified Home Inspectors (InterNACHI) continuing education courses ***denied:***
 - How to Inspect Septic Systems

Mr. Chandler seconded the motion and the motion carried.

APPLICATIONS COMMITTEE

The Applications Committee recommended the following:

- **Initial licensure applications to be *approved:***
 - Adams, Matthew J.
 - Davis, Steven M.
 - Johannemann, William E.
 - Robinson, Beth A.
 - Sattari-Abroy, Alex N.
 - Waldrop, William K.

Mr. Buchanan seconded the motion and the motion carried.

- Renewal applications to be *approved*:
 - Barnes, James B.
 - Barone, Giancarlo
 - Butler, Simmie WM.
 - Carroll, Daniel B.
 - Cox, Michael S.
 - Fitzwater, Patrick S.
 - Gilliam, Brandon K.
 - Gordon, Michael C.
 - Harnage, John A.
 - Haydon, William S.
 - Ingram, Elvis W.
 - King, Christopher T.
 - Martin, Kenny D.
 - Nance, Walter S.
 - Pedigo, Joel T.
 - Wetter, Steve A.
 - Wyatt, George
 - Mullins, Clyde E.
 - Turner, Jeffrey S.
 - Salsman, Joshua T.
 - Oerther II, Mark G.
 - Mattingly, Jason C.
 - Matthews, Robert L.
 - Collins, Steven L.
 - Zehner, Charles D.
 - Chandler, James A.
 - Fox, Jonathan B.
 - Poynter, Darrel E.
 - Cloyd, Russell G.

Mr. Fister seconded the motion and the motion carried.

COMPLAINTS COMMITTEE

The Complaints Committee reported the following cases are ongoing:

- 2015-03
- 2015-06
- 2015-08

The Complaints Committee made a motion to dismiss 2016-01. Mr. Fister seconded the motion and it carried.

- 2015-03 - A motion was made by Mr. Buchanan to go into executive session pursuant to KRS 61.810 (1). The motion was seconded by Mr. Wenk and it carried. A motion was made by Mr. Fister to come out of closed session, seconded by Mr. Wenk.

TRAVEL AND PER DIEM

Mr. Fister made a motion to approve the travel and per diem for members attending today’s meeting. The motion, seconded by Mr. Chandler, carried.

NEXT MEETING

The next meeting is scheduled for Tuesday, May 10, 2016 at 10:00am at the Office of Occupations and Professions in Frankfort, KY.

ADJOURNMENT

Mr. Buchanan made a motion to adjourn at 2:20 p.m. The motion was seconded by Mr. Chandler and carried.

Minutes prepared by Megan Woodson on May 3, 2016.