

KENTUCKY BOARD OF HOME INSPECTORS
MEETING MINUTES
April 14, 2015

A regular meeting of the Kentucky Board of Home Inspectors was held at the Office of Occupations and Professions in Frankfort, KY on April, 2015.

MEMBERS PRESENT

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

OCCUPATIONS AND PROFESSIONS STAFF

Lindsey Melton, Board Administrator

OFFICE OF THE ATTORNEY GENERAL

Brian Judy, Office of the Attorney General

GUESTS

Steve Keeney, PLI 4U

MEMBERS ABSENT

CALL TO ORDER

Mr. Chandler called the meeting to order at 10:15 a.m.

MINUTES

A motion was made by Mr. Wenk to approve the meeting minutes from March 10, 2015. Mr. Farris seconded that motion and it carried.

MONTHLY FINANCIAL REPORT

The financial statement for March 2015 was reviewed by the Board.

LICENSURE STATUS REPORT

There are currently 376 licensed Home Inspectors.

BOARD CHAIRMAN REPORT

Mr. Chandler had nothing to report for the March meeting.

BOARD COUNSEL REPORT

Mr. Judy went over the regulation update of 6:010 and the revisions to the Initial Application. Mr. Judy passed out a final draft for members to review. Some members gave revision suggestions they wanted to add to the final draft. Mr. Judy offered to revise the draft once more and bring a final draft to the May meeting.

The Board has recently run into an issue with the new request for FBI Background checks. The FBI background checks are taking several months to process leaving some licensees short of their required documentation for licensure. Mr. Johnson asked if the Board could have an affidavit available for anyone waiting for the background check to sign and date showing that they have requested the document and they're currently waiting on its arrival. Other members thought that system would work and the Board should adopt that process. Mr. Johnson made a motion to approve applications without the FBI Background check as long as an affidavit has been signed by the applicant stating that they have applied for one and it should show no

record of a conviction and the required state background check has already been received. Mr. Oerther seconded that motion and it carried.

OCCUPATIONS AND PROFESSIONS REPORT

Executive Director Gordon Slone spoke to the Board about the renewal of their Memorandum of Agreement in regards to the services provided by the Office of Occupations and Professions and the fee the Board pays yearly for these services. Mr. Slone explained that since the MOA was approved last year for the Biennium Budget that this is only a renewal of that contract and the fee will remain the same as what they have paid this last Fiscal Year. Mr. Fister made a motion for the Board to approve the agreement and for Mr. Chandler to sign the MOA on behalf of the Board. Mr. Oerther seconded that motion and it carried.

Mr. Slone also reported on some updates at O&P. The office is currently working to set up interviews for the two more Board Administrators. One of those two new hires will take over duties with the Home Inspectors Board. At this time Lindsey Melton is handling administrative duties for the Board and will continue working with them until June.

The office also just installed a new phone system through the Commonwealth Office of Technology. With this new system there are no longer extensions for each Administrator. Lindsey Melton can be reached at (502) 782-8809. The main line of (502) 564-3296 will continue to be in service but each employee now has their own phone line.

OLD BUSINESS

Mr. Johnson informed the Board that he has sent the final draft of the KBHI brochure to Diana Jarboe to be placed on the Boards website. Mrs. Melton informed the Board that she would retrieve that copy from Mrs. Jarboe and send the request for the brochure to be placed on the website as soon as possible.

Mr. Chandler reported that since the March meeting he has not had a conversation with Jack Coleman about the Board possibly moving back to the Division of Housing, Building, and Construction. He plans to reach out to him for a meeting and report back to the Board at their May meeting.

Mrs. Melton reported that the Board meeting scheduled for December 8, 2015 needs to be moved to another date. The Inauguration of the new Governor of Kentucky will take place on that date meaning that all state offices will be closed. The Board agreed to move their meeting to the following Tuesday, December 15, 2015.

NEW BUSINESS

Mr. Johnson brought up the lack of communication he feels exists right now between the Board and the licensees. He recommended using email as a tool of communication prior to each meeting to update licensees on Board actions.

Mr. Johnson also discussed the complaint process and how he feels some regulation changes need to be made to make the process more clear and allow the public to report unlicensed activity. The Board asked Mr. Judy to draft a regulation regarding this process and please provide a draft at the May meeting.

EDUCATION COMMITTEE REPORT

The Education Committee made the following recommendations:

National Institute of Building Inspectors – Pre-Licensing Course Provider – **deferred** as the Board would like to know who will be teaching the Standards of Practice, KRS Chapter 198B & 815 KAR Chapter 6 as required by 815 KAR 6:010, Section 1(8)(a)2.

InterNACHI continuing education courses denied for not being relative to the licensure laws or the practice of home inspectors in Kentucky –

- Wood Destroying Organism Inspection

Mr. Wenk seconded the recommendations and they carried.

APPLICATIONS COMMITTEE

The Applications Committee recommended the following:

- Initial licensure applications to be approved – Dan Bosse, George Rayhill, Rhonda Brown
- Renewal applications to be approved – Richard Staviski, Gregory Maitland, Edward Cotterell, Joel Pedigo, Jim Mullen
- Denied renewal due to inspection report completed without compensation – Adam Kern

Mr. Farris seconded the Committee's recommendations and the motion carried.

COMPLAINTS COMMITTEE

The Complaints Committee reported the following cases are ongoing:

- Romancik
- 2014-01
- 2014-02
- 2014-07
- 14-KBHI-0251 – working on settlement agreement

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. Buchanan, carried.

NEXT MEETING

The next meeting is scheduled for Tuesday, May 12, 2015 at 10:00am at the Office of Occupations and Professions in Frankfort, KY.

ADJOURNMENT

Mr. Wenk made a motion to adjourn at 1:56p.m. The motion was seconded by Mr. Buchanan and carried.

Minutes prepared by Lindsey Melton on April 30, 2015.