

**KENTUCKY BOARD OF HOME INSPECTORS
MEETING MINUTES
August 13, 2013**

A meeting of the Kentucky Board of Home Inspectors was held at the Office of Occupations and Professions in Frankfort, KY on August 13, 2013.

MEMBERS PRESENT

Kevin Farris, Chairman
Mitch D. Buchanan, Vice Chairman
Mark G. Oerther
Mark Schmidt
J.R. Bone
Ken Fister
James A. Chandler
Robert P. Johnson (dismissed early)

MEMBERS ABSENT

None

OCCUPATIONS AND PROFESSIONS STAFF

Diana Jarboe, Board Administrator

OFFICE OF THE ATTORNEY GENERAL

Brian Judy, Office of the Attorney General

GUESTS

Steve Keeney
Bud Wenk
Don Gaines
David Garrison

CALL TO ORDER

Kevin Farris, Board Chairman, called the meeting to order at 10:40 a.m.

MINUTES

A motion was made by Mr. Buchanan to approve the meeting minutes from July 9, 2013. Mr. Schmidt seconded that motion and it carried.

MONTHLY FINANCIAL REPORT

The financial statement for the month ending July 31, 2013 and the fiscal year-end report was reviewed by the Board.

GUESTS

Mr. Garrison presented himself to the Board in response to the denial of his renewal application. The Board members explained the reason for his denial was his lack of fulfilling the specific course requirements for continuing education. Mr. Garrison expressed his discontent with the Board's decision and the Board expressed the limitations of law concerning the requirements for licensure renewal.

LICENSURE STATUS REPORT

Ms. Jarboe informed the Board there are currently 302 active licensed Home Inspectors and 11 inactive licensed Home Inspectors.

OCCUPATIONS AND PROFESSIONS REPORT

Ms. Jarboe detailed the Pension Reform Bill which passed during the 2013 Regular Session and is now in effect. This should be a very minimal issue for the licensing boards of O&P. The database project continues with much progress made in the last month, per O&P IT staff.

BOARD COUNSEL REPORT

Mr. Chandler motioned for the Board to go into closed session to discuss an ongoing agency complaint case. Mr. Bone seconded the motion and the motion carried. After the Board's discussion of the case was complete, Mr. Schmidt made a motion to end the closed session, Mr. Fister seconded the motion, and the motion carried. Mr. Farris informed the guests of the Board meeting that current litigation was discussed during the closed session but no actions were taken.

To date, Mr. Judy reports that no Board members have suggested any amendments to the proposed draft of regulation changes.

Mr. Judy informed the Board that technical amendments are being filed for applications on the Board's website that have the incorrect Board address.

OLD BUSINESS

- The Board reviewed a financial quote of printed brochures. The Board is considering having informational brochures printed to distribute to the public at applicable events and seminars. The Board members will develop a plan of distribution of such brochures before approving the printing to begin.

NEW BUSINESS

The Board had some discussion regarding online courses. The Board concurs that online continuing education courses are acceptable and online Pre-licensing courses are acceptable, although not ideal.

All other new business was deferred to the next Board meeting due to time constraints.

EDUCATION COMMITTEE REPORT

- Work of sorting through all current education programs on file continues and the Education Committee will be creating a tracking system for all education files soon.
- The Education Committee expressed the concern of managing the continuing education course fees as the law currently requires a payment for each time the class is given. The Board discussed implementing a flat rate charge for CE courses, and will further discuss this at the next Board meeting.

Mr. Farris motioned to deny the application for Professional Home Inspection Institute to provide their field training at a different, local institution, as evidence of a \$50,000 surety bond was not provided and there is not a contractual agreement between the parties for coursework and fieldwork. Mr. Buchanan seconded the motion. Two members of the Board voted to approve the motion, two members of the Board abstained from the vote, and the motion passed.

Mr. Fister made a motion to approve the Pre-Licensing course provider application for the American Home Inspector Training Institute. Mr. Bone seconded the motion, Mr. Johnson was not in attendance for a vote, and the motion carried unanimously.

Mr. Fister motioned to approve the following continuing education course applications from KREIA:

1. Service Box, Panels and Grounding
2. Typical Structural Foundation Problems in Houses
3. Exceptional Reporting
4. Fun with Fittings
5. Doing Decks
6. Asphalt Shingles

Mr. Schmidt seconded the motion, Mr. Chandler was absent for the vote, and the motion carried unanimously.

APPLICATIONS COMMITTEE

The Applications Committee made the following recommendations:

- Renewal applications to be approved – Ronald Baker, Charlie Combs, Eric Hay, Kenneth Hayford, Andrew Lanzone, Shane O’Leary, and George Skeeters.
- Initial licensure applications to be approved – Daniel Ayers, Jeffrey Branham, Kerry Gage, Brian Gattenby, Chris Green, Daryl Payne, Eric Smith and Paul Schwartz.
- Initial licensure applications pending approval – Buck Combs, awaiting National exam score documentation.

Mr. Buchanan made a motion to accept the recommendation of the Applications Committee, Mr. Chandler seconded the motion, and it carried.

COMPLAINTS COMMITTEE

The complaint Committee reported the following on the current complaint cases:

- 13-KBHI-0121 - ongoing
- 2013-05 - ongoing
- 2013-07 – Ms. Jarboe to gather additional information for the committee to review next month.
- 2013-08 – Resend complaint, requesting response, via regular mail
- 2013-10 Deferred to next meeting due to time

In the case 12-KBHI-0181, the Complaints committee recommended the licensee to pay the application renewal fee and reimburse the Board for any legal fees the Board accrued associated with the case. Mr. Bone seconded the motion and the motion carried.

TRAVEL AND PER DIEM

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

NEXT MEETING

The next meeting is scheduled for Tuesday, September 10, 2013, 10:00am at the Office of Occupations and Professions in Frankfort, KY.

ADJOURNMENT

Mr. Bone made a motion to adjourn at 12:45pa.m. The motion, seconded by Mr. Buchanan, carried.