

**KENTUCKY BOARD OF HOME INSPECTORS
BOARD MEETING MINUTES**

MARCH 9, 2010

A meeting of the Kentucky Board of Home Inspectors was held at the Division of Occupations and Professions, Frankfort, KY on March 9, 2010.

MEMBERS PRESENT

Michael Patton, Board Chairman
James R. Bone, Vice Chairman
Mark Schmidt
David M. Green
William Welty
Mike Powers, Division of Housing, Building &
Construction

OCCUPATIONS AND PROFESSIONS STAFF

Jeff Boler, Board Administrator
Frances Short, Executive Director
David Garr, Deputy Executive Director

MEMBERS ABSENT

OTHERS

Angela Evans, Office of the Attorney General
Lorri Keeney, Professional Learning Institute
Steve Keeney, Professional Learning Institute
George Moberg, KREIA
Don Gains, A-Pass Weikel

Call to Order

Mr. Patton called the meeting to order at 9:05 a.m.

Approval of Minutes

Minutes of the January 12, 2010 meeting were presented for the Board's review. Mr. Green made a motion to approve the minutes as presented. The motion, seconded by Mr. Powers carried unanimously.

Financial Statement

The board reviewed the financial statement for month ending January 31, 2010, as well as February 28, 2010. Mr. Bone made a motion to approve the financial statements as presented. The motion, seconded by Mr. Green, carried unanimously.

Licensure Report

The board reviewed the licensure report for the month of February, 2010. The report indicates 395 active licensees, with 119 expired and / or terminated. In addition, the following licenses were issued in the month of February:

- *Erick L. Klemme, Glasgow, KY: License #3040*
- *Todd Flath, Louisville, KY: License #3041*
- *Louis Hoffman, Poca, WV: License #3042*

Mr. Welty made a motion to approve the report as presented. The motion, seconded by Mr. Schmidt, carried unanimously.

Executive Director's Report

Ms. Short informed the Board that the Governor's office of Boards and Commissions is currently awaiting an executive order to call the selection committee together. The plan will be to hold the committee meeting after a board meeting.

Ms. Short informed the Board that the I.D. card printer is in, and is currently in operation. Ms. Short distributed samples of the new card design. No action was taken or required.

Ms. Short discussed the possibility of having the language in the statute pertaining to the appointment of board members changed, to make the process for filling a vacancy easier. The issue will be re-addressed prior to the 2011 meeting of the General Assembly.

Ms. Short distributed information to the board concerning the board's financial status at the time it was operating under the Division of Housing, Building, and Construction. After discussion, Mr. Green made a motion to accept the audit from that Division. The motion, seconded by Mr. Schmidt, carried unanimously.

Mr. Green informed the board that he had received complaints concerning a lack of response to voice mails, phone messages, etc. In addition, he stated that Internachi has not been receiving follow-up correspondence to their continuing education applications. Mr. Boler informed the board that he will look into the issue, and report back at the next meeting.

Old Business

The board discussed the creation of a public service announcement. Mr. Powers informed the board that he has been in contact with the Public Information Office concerning the project. He suggested that the board bring suggestions to the next meeting so they could be discussed.

The board reviewed a letter that was sent to Senator Gary Tapp's office concerning the election of officers. No action was taken or required.

The board reviewed a letter that was sent to Mr. Ralph Wirth concerning the election of officers. No action was taken or required.

The board reviewed drafts of the following regulations: Pre-licensing, continuing education, and complaints. Further discussion concerning the regulations was deferred until the April meeting.

New Business

The board reviewed correspondence from Mark Gabis, Chairman of the Kentucky State Board of Proprietary Education, which informed the board that it is the position of the KSBPE that all pre-licensing schools must be licensed by that board prior to being approved by KBHI. The letter listed a deadline of May 15, 2010 for all pre-licensing schools to submit application to that board. After discussion, Mr. Green made a motion to forward a copy of that letter to all pre-licensing providers. The motion, seconded by Mr. Powers, carried unanimously.

The board reviewed applications for license by two individuals who graduated from A Better School of Building Inspection. Mr. Boler informed the board that this particular school's license is no longer valid; however, he could not locate any correspondence submitted to the school indicating the license had expired, or that a renewal was pending. After discussion, Mr. Powers made a motion to approve contingent upon proof that the license is valid, as well as submission of a breakdown of lab and field work. The motion, seconded by Mr. Bone carried. Mr. Welty opposed.

The board reviewed an application for license by an individual with a positive criminal background report. (DKR). Mr. Powers made a motion to approve the application. The motion, seconded by Mr. Welty, carried unanimously.

The board reviewed an application for license by an individual with a positive criminal background report. (KDJ). Mr. Bone made a motion to defer the application, pending an acceptable criminal background check by a law enforcement agency. The motion, seconded by Mr. Welty, carried unanimously.

Mr. Patton recognized Mr. Forest Cooper, a home inspector, and former member of the board, who was recently killed in auto accident.

Complaints

The board reviewed two complaints concerning Professional Engineers offering home inspection services without a license. Mr. Green made a motion to issue "show cause" orders for the two inspections listed in the complaint, and to send copies of the orders to Criterion Engineering. In addition, he requested that the orders be filed within thirty (30) days. The motion, seconded by Mr. Bone, carried unanimously.

Continuing Education Approval

Mr. Welty made a motion to approve a course for Internachi entitled, "*How to Inspect Septic Systems*" for two (2) hours. The motion, seconded by Mr. Powers, carried. Mr. Green abstained.

A discussion was held concerning board committees. After discussion, Chairman Patton appointed Mr. Bone and Mr. Green to the application committee. In addition, Mr. Schmidt was appointed chairman of the compliance review committee.

Mr. Powers made a motion to audit 25% of all renewals, to be reviewed and approved by the application committee. The motion, seconded by Mr. Welty, carried unanimously.

A discussion concerning meeting times took place. After discussion, Mr. Welty made a motion to hold committee meetings at 8:30, and start all board meetings at 10:00 a.m. The motion, seconded by Mr. Green, carried unanimously.

Travel and Per-Diem

Mr. Powers made a motion to approve travel and per-diem for today's meeting. The motion, seconded by Mr. Welty, carried unanimously.

Mr. Powers made a motion to adjourn the meeting. The motion, seconded by Mr. Welty, carried unanimously. Meeting adjourned at 1:40 p.m.

Approved by the Board,

Jeff Boler
Board Administrator