



Andy Beshear
GOVERNOR

Jacqueline Coleman
LIEUTENANT GOVERNOR

PUBLIC PROTECTION CABINET

**Kentucky Real Estate Authority
Board of Home**

Inspectors
500 Mero Street, 2NE09
Frankfort, KY 40601
Phone: (502) 564-7760

Ray A. Perry
SECRETARY

**July 25, 2023
10:00 A.M.**

BOARD MEETING MINUTES

MEMBERS PRESENT

Mark Hiten, Chair
James Chandler
Paul Ogden
Joshua Crepps

KENTUCKY REAL ESTATE AUTHORITY

Leah Redden, Board Administrator
Hannah Carlin, Deputy Executive Director
René Rogers, Staff Attorney III
Seth Branson, Procedures Development Specialist

CALL TO ORDER AND GUEST WELCOME

Board Chair Hiten called a meeting of the Kentucky Board of Home Inspectors (the "Board") to order at 10:00 a.m. Introductions were made, and guests in attendance were welcomed.

Approval of Minutes

Member Ogden made a motion to approve meeting minutes from June 25, 2023 meeting. Member Crepps seconded. Having all in favor, the motion carried.

KREA Executive Director Comments

Kentucky Real Estate Authority Deputy Executive Director Hannah Carlin informed the Board about staffing for KREA and explained there is a new online option for licensees to upload and track completed continuing education.

Licensure Report

Leah Redden reported that the board currently has 555 active licensees and 14 inactive licensees.

Financial Report

Deputy Director Carlin presented the board with the monthly financial report. Member Ogden requested Public Protection Cabinet's Chief of Staff, DJ Wasson, to attend the next board meeting. Ms. Carlin said she would relay the request.

Legal Update

Rene Rogers indicated she needed to give the board legal advice on several items in closed session. The board elected to receive the advice during closed session later during the meeting.

Application Committee Report

Member Chandler presented the recommendation of the Application Committee to approve the initial applications of N.A., J.S., K.C., R.B., E.E., M.N., F.G., R.C., R.B., M.M. and the application of K.D. will be administratively approved upon receipt of the required background checks.

Member Chandler presented the Application Committee recommendations that S.D. be approved for license renewal, J.R. and W.A. be deferred until correct paperwork is submitted, and the renewal application of T.D. was deferred for review by the full Board for a decision.

Education Committee Report

The Education Committee met and was adjourned for failure to establish a quorum..

Complaint Committee Report

Member Chandler presented the recommendation of the Complaint Committee, in accordance with 831 KAR 2:030 Section 7(2)(d), to send a request for a response in complaint 23-KBHI-002 and complaint 23-KBHI-003.

Closed Session

Member Ogden moved to enter closed session, pursuant to KRS 61.815, KRS 61.810(1)(c) and (j), and KRS 61.810(1)(k) and KRE 503, to discuss proposed or pending litigation and to deliberate on individual adjudications in complaint 23-KBHI-002 and 23-KBHI-003 and to receive legal advice regarding new business items. No action will be taken in closed session. So moved by Member Ogden, Member Chandler seconded the motion. Having all in favor, the motion carried.

Reconvene in Open Session

Member Hiten made a motion to reconvene in open session. Member Crepps seconded the motion. Having all in favor, the motion carried.

Member Chandler moved to approve N.A., J.S., F.G., K.C., R.C., R.B., E.E., M.N., M.M., J.S., and in the renewal application of K.D. to authorize the Board administrator to administratively approve upon receipt of a clean background check. Member Hiten seconded the motion. Having all in favor, the motion carried.

Member Chandler moved to approve the renewal application of S.D., defer consideration by the Board of the renewal applications of J.R. and W.A. until missing required paperwork is submitted. Member Ogden seconded the motion. All were in favor and motion carried.

Member Chandler made a motion to deny reinstatement of the license of T.D. and refund the \$400 renewal fee that has been paid. T.D. will need to take the license examination and reapply. Member Ogden seconded the motion. Having all in favor, the motion carried.

Member Chandler moved to accept the Complaint Committee recommendations that a response to complaints 23-KBHI-002 and 23-KBHI-003 is needed. Member Ogden seconded the motion. All being in favor, the motion carried.

New Business

Member Chandler stated he would like a representative from the Public Protection Cabinet attend the next board meeting to answer questions regarding the board's request for license identification cards.

Public Comments

No Public Comments

Motion to Approve Timesheets

Member Hiten made a motion to approve travel expenditures and per diem. Member Ogden seconded the motion. Having all in favor, the motion carried.

Meeting Adjournment

With no further business to discuss, Member Chandler made a motion to adjourn at 10:37 a.m. Member Ogden seconded the motion. Having all in favor, the meeting adjourned.

Pursuant to KRS 324B.060, I, Kristen Lawso, Acting,
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
July 25, 2023. This 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 July 25, 2023 meeting at its meeting held on
August 22, 2023.

Kristen R. Lawson 08/29/2023

KREA Executive Director/Date