Andy Beshear
Governor

Jacqueline Coleman
Lieutenant Governor

Ray A. Perry
Secretary

D.J. Wasson
Deputy Secretary

PUBLIC PROTECTION CABINET
Kentucky Division of Real Property Boards
Kentucky Board of Home Inspectors
500 Mero Street, 2NE09
Frankfort, KY 40601
Phone: (502) 782-0563

June 24, 2025
10:30 A.M.

Kentucky Board of Home Inspectors
Meeting Minutes

A meeting of the Board of Home Inspectors Board meeting was held on June 24, 2025, at the Mayo-Underwood Building, Frankfort, KY 40601, PPC conference room 229, and by videoconference via MS Teams.

Members Present
Mark Hiten
James Chandler
Laura Disney
Josh Crepps
Ralph Halcomb

Staff Present
Patrick Riley, General Counsel
Tracy Carroll, Executive Director
Leah Redden, Board Administer
Seth Branson, Procedures Development Specialist I
Sahil Rachan, Intern
Calee Carroll, Intern
Tim Nehring, Investigator
Drea Helton, Paralegal

Call to Order
Member Hiten called the meeting of the Kentucky Board of Home Inspectors to order at 10:32 a.m. ET.

Approval of Minutes

Member Disney moved to approve the May 20, 2025, meeting minutes as presented. Member Chandler seconded the motion. Having all in favor, the motion carried.

Licensure Report

Leah Redden reported that the board currently has 503 active licensees and 15 inactive licensees.

Division of Real Property Boards Update

Tracy Carroll updates about staffing for the Kentucky Real Estate Authority. Ms. Carroll additionally introduced the legal interns and provided updates for the Regulatory Retreat. Ms. Carroll wished everyone a Happy Fourth of July.

Financial Report

Leah Redden informed the board the financial report was provided in the board packet for review.

Legal Update

Patrick Riley updates about hiring a New Staff Attorney. Mr. Riley additionally provided information about the upcoming Regulatory Retreat and 2024-CA-0938.

Member Chandler made a motion to move the regular board meeting and regulatory retreat to July 28-29, 2025. Member Disney seconded the motion. Having all in favor, the motion carried.

Application Committee Report

Member Hiten made a motion to approve initial applications of M.Q., A.C., D.F., G.M., M.S., C.R., and J.D. The motion was seconded by Member Crepps. Having all in favor, the motion carried.

Member Hiten made a motion to approve the renewal of M.C. The motion was seconded by Member Crepps. Having all in favor, the motion carried.

Education Committee Report

Member Halcomb made a motion to approve courses for American Society of Home Inspectors Training. The motion was seconded by Member Crepps. Having all in favor, the motion carried.

Member Halcomb made a motion to approve courses for McKissock. The motion was seconded by Member Crepps. Having all in favor, the motion carried.

Member Halcomb made a motion to approve courses for InterNACHI except How to Inspect Manufactured Homes will be deferred due to the hours not being listed on the application. The motion was seconded by Member Crepps. Having all in favor, the motion carried.

Complaint Committee Report

Member Chandler made a motion to dismiss 25-KBHI-002 and 23-KBHI-033. The motion was seconded by Member Crepps. Having all in favor, the motion carried.

General Counsel Riley provided a status update about 2024-CA-0938.

Closed Session

No Closed session.

Approval Per Diem

1. Member Chandler made a motion to approve the per diem and travel expenses for the June 24, 2025 ARC Meeting for Members Chandler and Hiten. Member Hiten seconded the motion. Having all in favor, the motion carried.
2. Member Chandler made a motion to approve the per diem and travel expenses for the June 24, 2025 CRC Meeting for Members Disney and Chandler. Member Hiten seconded the motion. Having all in favor, the motion carried.
3. Member Chandler made a motion to approve the per diem and travel expenses for the June 24, 2025 ERC Meeting for Members Halcomb and Crepps. Member Disney seconded the motion. Having all in favor, the motion carried.
4. Member Chandler made a motion to approve the per diem and travel expenses for the June 24, 2025 KBHI Main Meeting. Member Hiten seconded the motion. Having all in favor, the motion carried.

Meeting Adjournment

Member Chandler moved to adjourn the meeting at 10:53 a.m. ET. Member Crepps seconded the motion. Having all in favor, the meeting adjourned.

Next KBHI meeting will be held July 28-29, 2025.

Pursuant to KRS 324B.060, I, Tracy Carroll,

Executive Director for the Kentucky Real Estate Authority (KREA) and Division of Real Property Boards have reviewed and Approved the expenditures for the meeting of the Kentucky Board of Home Inspectors (the Board) held on June 24,2025. 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 Commission at this meeting related to individual disciplinary matters, investigations, or applicant reviews.

The Commission approved the minutes of its meeting at its meeting held on July 28,2025

Tracy Carroll

Date: 9/22/2025