



Andy Beshear
Governor

Ray A. Perry
Secretary

Public Protection Cabinet
Kentucky Board of Home Inspectors
Mayo-Underwood Building
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Frankfort, KY 40601
<https://bhi.ky.gov>

Robert Astorino, Executive Director
Kentucky Real Estate Authority

Molly B. Cassady, General Counsel
Kentucky Real Estate Authority

December 21, 2021
10:00 A.M.

BOARD MEETING MINUTES

A Meeting of the Board of Home Inspectors was held via video teleconferencing on Tuesday, December 21, 2021, under the special meetings provisions as set forth in KRS 61.823 in response to the Covid-19 pandemic.

MEMBERS PRESENT

Mitch Buchanan, Chair
Paul Ogden, Vice Chair
James Chandler
Mark Hiten

KENTUCKY REAL ESTATE AUTHORITY

Tatum A. Herrington, Board Administrator
Molly B. Cassady, General Counsel
Robert Astorino, Executive Director
Brian Travis, Investigator

GUESTS

Bridget Mangan
Chris Curtis
Johnathan Mustion
Mark Beauchamp

CALL TO ORDER AND GUEST WELCOME

Board Chair Buchanan called a meeting of the Kentucky Board of Home Inspectors to order at 10:03 a.m. Members Buchanan, Chandler, Hiten and Ogden were present. A quorum was established. Introductions were made, and guests in attendance were welcomed.

Approval of November Minutes

Member Chandler made a motion to approve the November meeting minutes. The motion was seconded by member Hiten. With all in favor, the motion carried.

KREA Executive Director Comments

KREA Executive Director Robert Astorino addressed the Board and stated all Chairpersons in the Kentucky Real Estate Authority met on December 7th. At this meeting, the Chairpersons came up with eight (8) items for the KREA Boards/Commissions to work on. Mr. Astorino stated he is excited to hear about the education subcommittee that was held on December 15th.

Licensure Report

Board Administrator Tatum Herrington gave the licensure report. As of December 21, 2021, there are 737 active licensees, twenty-five (25) inactive licensees, and seven (7) inactive non-renewal licensees, with a total of 769 licensees.

Application Committee Report

Board Chair Buchanan, of the application committee, reported the following:

The application committee reviewed eight (8) applications. Of those applications six (6) were approved and two (2) were deferred.

Board Chair Buchanan made a motion to accept the recommendations of the committee. Member Chandler seconded the motion. All in favor, the motion passed

Education Subcommittee Report

Board Chair Buchanan and member Halcomb had met on December 15th to discuss the possibility of online pre-licensing courses. Board Chair Buchanan stated himself and member Halcomb were in favor of a pre-licensing course that consists of a live virtual classroom portion, with in field training still being done face to face.

Member Hiten stated he is not in favor of this and states pre-licensing courses need to be done in person. Member Chandler agrees with member Hiten's statements.

Board Chair Buchanan stated he would like to hold another subcommittee meeting to further discuss this topic. Member Chandler would like to participate in this meeting as well. Ms. Cassady states the Board could hold a special meeting, allowing all Board members to participate in this discussion. The Board agrees to hold a special meeting to further discuss online pre-licensing courses.

Board Chair Buchanan stated the State of Emergency will end on January 15, 2022, which would be the end of the Board's vote to allow education courses online.

Member Ogden made a motion allow online education ninety (90) days after the State of Emergency ends. Member Chandler seconded the motion. All in favor, the motion passed.

Legal Report

KBHI General Counsel Molly Cassady gave the following report:

Complaint Docket

Ms. Cassady gave an update on the following cases:

- **21-KBHI-001:** A prehearing conference will be held March 14, 2022.
- **21-KBHI-012:** A cease-and-desist letter had been sent to the Respondent and Respondent has been referred for prosecution. Respondent has requested a hearing.
- **21-KBHI-013:** This case involves an unlicensed inspector, and a cease-and-desist letter has been sent to Respondent.

Board Positions Vote

Member Hiten made a motion for Jim Chandler to hold the position of Board Chair. Member Ogden seconded the motion. All in favor, the motion passed.

Member Chandler made a motion for Mark Hiten to hold the position Vice Chair. Member Ogden seconded the motion. All in favor, the motion passed.

2022 Meeting Dates

The Board agreed to hold Board meetings on the fourth Tuesday of every month except December. In December, the Board will meet on the third Tuesday of the month.

Motion to Approve Timesheets

Member Hiten made a motion to approve timesheets. Member Chandler seconded the motion. All in favor, the motion passed.

Public Comments

Member Hiten stated he knows an individual who works for the state that could possibly make license cards for licensed home inspectors. Director Astorino stated staff would look into this.

Meeting Adjournment

With no further business to discuss, member Hiten made a motion to adjourn. Member Chandler seconded this, and with all in favor the meeting adjourned at 11:07 a.m.

I, Robert Astorino, Executive Director of the Kentucky Real Estate Authority, have reviewed and pursuant to KRS 324B.060, have (Approved or Disapproved) the expenditures of the Kentucky Board of Home Inspectors (Insert name of Board) as described in these attached minutes.

Meeting Date December 21, 2021 .

I have not reviewed, nor did I participate in discussions, deliberations, or decisions regarding, the actions of the Board as it relates to individual disciplinary matters, investigations, or applicant reviews.

Robert Astorino, KREA Executive Director

Date December 21, 2021