



## PUBLIC PROTECTION CABINET

**Andy Beshear**  
GOVERNOR

**Jacqueline Coleman**  
LIEUTENANT GOVERNOR

**Kentucky Real Estate Authority**  
**Board of Home Inspectors**  
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Frankfort, KY 40601  
Phone: (502) 564-7760

**Ray A. Perry**  
SECRETARY

**Natalie W. Brawner**  
EXECUTIVE DIRECTOR

**February 28, 2023**  
**10:00 A.M.**

### **BOARD MEETING MINUTES**

#### **MEMBERS PRESENT**

Mark Hiten, Chair  
Jim Chandler, Vice Chair  
Joshua Crepps  
Ralph Halcomb  
Paul Ogden

#### **KENTUCKY REAL ESTATE AUTHORITY**

Leah Redden, Board Administrator  
Hannah Carlin, Deputy Executive Director  
Natalie Brawner, Executive Director  
René Rogers, Staff Attorney III

#### **GUESTS**

#### **CALL TO ORDER AND WELCOME**

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

#### **Approval of Minutes**

Board Member Chandler moved to approve the January 2023 meeting minutes as presented. Board Member Halcomb seconded the motion. All in favor, the motion carried.

#### **KREA Executive Director Comments**

The Kentucky Real Estate Authority ("KREA") Executive Director, Natalie Brawner, provided an update on several topics including offering to do additional research for a potential future public meeting location and ordering supplemental sound equipment for meetings.

#### **Licensure Report**

The licensure report was presented by Board Administrator, Leah Redden. The Kentucky Board of Home Inspectors currently has 522 active licensees and 20 inactive licensees.

#### **Legal Report**

Staff Attorney III, René Rogers provided an update regarding administrative regulation review.

### **Application Committee Report**

Board Member Chandler presented the recommendation of the Application Committee to approve applications for G.M., C.Y., J.G., D.D., D.R., J.S., to defer review of applications for S.H. and A.B. until all required paperwork is received by the Board, and to approve the renewal of applications for B.K., B.P., and E.C. Board Member Ogden so moved. Board Member Crepps seconded the motion. All in favor, the motion carried.

### **Education Committee Report**

Board Member Halcomb presented the recommendation of the Education Review Committee to the board for approval of all KREIA courses and American Home Inspectors Training courses. Board Member Ogden so moved. The motion was seconded by Board Member Hiten. All in favor, the motion carried.

### **Complaint Committee Report**

No report.

### **Closed Session**

Board Member Chandler moved to go into closed session, pursuant to KRS 61.810(1)(k) and KRE 503, for confidential communications made for the purpose of facilitating the rendition of professional legal services to the board, as well as (1)(j) quasi-judicial for T.M., R.F., and M.F. The motion was seconded by Board Member Ogden. All in favor, motion carried.

### **Reconvene in Open Session**

Board Member Ogden moved to reconvene in open session. The motion was seconded by Board Member Crepps. All in favor, motion carried, and the Kentucky Board of Home Inspectors reconvened in open session at 10:50 a.m.

Board Member Ogden moved to direct legal counsel to send letter to T.M. explaining the timeline of events and why his license is not active-expired and may not be reinstated. The motion was seconded by Board Member Chandler. All in favor, the motion carried.

Board Member Ogden moved to direct legal counsel draft a letter to send to R.F. outlining the deficiencies in his application for renewal and the requirements for a new application. The motion was seconded by Board Member Chandler. All in favor, the motion carried.

Board Member Ogden moved to direct legal counsel to draft a letter M.O. to allow licensee to place his license in inactive status before March 28, 2023 and advising the licensee that the board will treat the postmarked on 12/31/22 as an on-time inactive request consistent with the postmark requirement for regular renewals and he must pay \$110 (10 inactive fee plus half regular renewal fee of \$200) to place his license in an inactive status. The motion was second by Board Member Hiten. All in favor, the motion carried.

### **New Business**

Board Member Ogden moved KBHI staff to consider exploring a new administrative regulation regarding the monitoring of education classes. Board Member Chandler seconded the motion. All in favor, the motion carried.

### **Motion to Approve Timesheets**

Board Member Chandler made a motion to approve timesheets. Board Member Crepps seconded the motion. All in favor, the motion carried.

### **Public Comments**

Guest Terry Moore identified himself and submitted comments to the Board.

### **Meeting Adjournment**

With no further business to discuss, Board Member Hiten made a motion to adjourn. Member Ogden seconded the motion, and with all in favor the meeting adjourned at 11:02 a.m.

Pursuant to KRS 324B.060, I, Natalie W. Brawner,  
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  
February 28, 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 February 28, 2023 meeting at its meeting held on  
March 28, 2023.

Natalie W. Brawner 3/28/2023  
KREA Executive Director/Date