



PUBLIC PROTECTION CABINET

Andy Beshear
GOVERNOR

Jacqueline Coleman
LIEUTENANT GOVERNOR

Kentucky Real Estate Authority
Board of Home Inspectors
500 Mero Street, 2NE09
Frankfort, KY 40601
Phone: (502) 564-7760

Ray A. Perry
SECRETARY

Natalie W. Brawner
EXECUTIVE DIRECTOR

January 11, 2022
10:00 A.M.

BOARD MEETING MINUTES

LOCATION

Mayo-Underwood Building, 500 Mero Street, Frankfort, KY 40601, Conference Room 133CE; and by Zoom videoconference.

BOARD MEMBERS PRESENT

James Chandler, Chair
Mark Hiten, Vice Chair (attended virtually)
Joshua Crepps
Ralph Halcomb (attended virtually)
Paul Ogden

KENTUCKY REAL ESTATE AUTHORITY STAFF PRESENT

Natalie Brawner, Executive Director
Hannah Carlin, Deputy Executive Director
August Pozgay, General Counsel
Leah Redden, Board Administrator

CALL TO ORDER AND GUEST WELCOME

Chairperson Chandler called the meeting of the Kentucky Board of Home Inspectors (the "Board" to order at 10:04 a.m. Eastern. A quorum was present. Introductions were made, newly appointed Board member Joshua Crepps was welcomed, and guests in attendance were welcomed.

ELECTION OF CHAIRPERSON AND VICE CHAIR

Mr. Chandler made a motion to elect Mr. Hiten as the Board's Chairperson for 2023. Mr. Crepps seconded the motion. Having all in favor, the motion carried.

Mr. Chandler made a motion to elect himself to serve as Vice Chair. Mr. Hiten seconded the motion. Having all in favor, the motion carried.

COMMITTEE APPOINTMENTS

Mr. Hiten appointed Mr. Crepps and Mr. Halcomb to serve on the Education Review Committee.

Mr. Hiten appointed Mr. Chandler and Mr. Hiten to serve on the Application Review Committee.

Mr. Hiten appointed Mr. Ogden and Mr. Chandler to serve on the Complaint Review Committee.

Mr. Hiten asked Mr. Chandler to serve as temporary chair for the remainder of the January 11, 2023, meeting only. With no objection from the Board, Mr. Chandler assumed temporary chair duties for the meeting.

Approval of Minutes

Mr. Hiten moved to approve the minutes of the December 20, 2022, Board meeting. Mr. Ogden seconded the motion. Having all in favor, the motion carried.

KREA Executive Director Comments

Kentucky Real Estate Authority (“KREA”) Executive Director Natalie Brawner provided a brief update on the Board’s upcoming convention and other various items. Director Brawner thanked Mitch Buchanan for his service to the Board. Director Brawner notified the Board that they will not be permitted individual swipe card access to the Mayo-Underwood building, per the building’s security protocol. Director Brawner reminded Board members to use state-assigned email for Board business, and provided handout to Board members containing step-by-step instructions from IT.

New Business

Mr. Chandler invited Mitch Buchanan to provide the Board Mr. Buchanan’s recommendations regarding the license applications from the December meeting. Mr. Buchanan was a member of the Board at the December meeting, but he was not in attendance due to illness. Mr. Buchanan provided his recommendations.

Mr. Chandler moved to accept Mr. Buchanan’s recommendations, to approve the initial license applications of G.A., T.R., and C.R.; and to approve the license renewal applications of M.B., E.C., J.C., T.G., C.H., L.H., R.I., S.L., L.L., D.M., R.R., L.R., J.S., D.T., B.V., and G.W. Mr. Hiten seconded the motion. Having all in favor, the motion carried.

Mr. Crepps moved to approve the proposed meeting schedule for 2023. Mr. Halcomb seconded the motion. Having all in favor, the motion carried.

APPROVAL OF TIMESHEETS AND TRAVEL EXPENDITURES

Mr. Ogden motioned to approve per diem and travel for the January 11, 2023 special called meeting. Mr. Halcomb seconded the motion. Having all in favor, the motion passed.

MEETING ADJOURNMENT

Mr. Chandler motioned to adjourn the meeting. Mr. Hiten seconded the motion. Having all in favor, the motion carried. The meeting adjourned at 10:19 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
January 11, 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 January 11, 2023 meeting at its meeting held on
January 24, 2023.

Natalie W. Brawner 2/20/2023

KREA Executive Director/Date