



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

November 22, 2022
10:00 A.M.

BOARD MEETING MINUTES

MEMBERS PRESENT

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

KENTUCKY REAL ESTATE AUTHORITY STAFF

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

CALL TO ORDER AND GUEST WELCOME

Board Chair Chandler called a meeting of the Kentucky Board of Home Inspectors to order at 10:02 a.m. A quorum was established. Introductions were made, and guests in attendance were welcomed.

Approval of August Minutes

Member Hiten made a motion to approve the October 25, 2022 meeting minutes as presented. The motion was seconded by member Ogden. With all in favor, the motion carried.

KREA Update

Kentucky Real Estate Authority ("KREA") Executive Director Natalie Brawner, Investigator Chris Woodyard, and Board Administrator Leah Redden were introduced by Hannah Carlin.

Legal Report

August Pozgay provided summaries of the Education Review Committee and the Complaint Review Committee recommendations, as requested by the respective committees.

Licensure Report

No report provided. Update to follow at next meeting.

Application Committee Report

Member Buchanan, of the Application Committee, reported the following recommendations to the Board:

The Application Committee reviewed nine (9) applications. Of those applications, nine (9) were recommended for approval. In addition, one (1) applicant recommended for deferral due to missing required documentation.

Member Buchanan made a motion to accept the recommendations of the Application Committee. Member Halcomb seconded the motion. All in favor, the motion passed.

Education Committee Report

Member Halcomb of the Education Committee, made the following recommendations to the Board:

1. ADVANCE-Professional Learning Institute, "Pillar to Post"

Member Halcomb makes a recommendation to the board to approve the above-listed course but to indicate that the course goes above and beyond requirements.

Member Halcomb made a motion to approve the above-listed course, with a statement that the course goes beyond the minimum requirements for pre-licensing courses. Member Hiten seconded the motion. All in favor, the motion passed.

Complaint Committee Report

1. **20-KBHI-013.** Member Halcomb moved to accept the Agreed Order as presented. Member Hiten seconded. All in favor, motion passed.
2. **21-KBHI-005.** Member Halcomb moved to refer for an investigation on allegation of further unlicensed practice. Member Hiten seconded the motion. All in favor, the motion passed.

New Business

Member Ogden spoke about travel for conference in January. Board members asked about access cards to enter the building.

Public Comments

One comment was received by the board. The commentator declined to submit the comment in writing.

Motion to Approve Timesheets

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

Meeting Adjournment

With no further business to discuss, member Buchanan made a motion to adjourn. Member Hiten seconded this, and with all in favor the meeting adjourned at 10:32 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
November 22, 2022. 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 November 22, 2022 meeting at its meeting held on
December 20, 2022.

Natalie W. Brawner 2/20/2023
KREA Executive Director/Date