



## 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

**December 20, 2022**

**10:00 A.M.**

### **BOARD MEETING MINUTES**

#### **MEMBERS PRESENT**

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

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

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 10:07 a.m. A quorum was established. Introductions of board members and agency staff were made, and guests in attendance were welcomed.

#### **Approval of August Minutes**

Member Hiten made a motion to approve the November 22, 2022, meeting minutes as presented. The motion was seconded by member Ogden. With all in favor, the motion carried.

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

Kentucky Real Estate Authority ("KREA") Executive Director Natalie Brawner provided an update regarding travel and reminded board members to use state email addresses, and to contact KREA for assistance with troubleshooting email access issues.

#### **Licensure Report**

Leah Redden provided a licensure report. As of the date of the meeting, the board had 553 active and 71 inactive licensees.

### **Legal Report**

Mr. Pozgay provided an update on pending requests of the board.

Member Ogden moved to discuss in closed session a complaint, an education matter, and the application of A.M., as well as a personnel matter, and for Executive Director Natalie Brawner to be included in the discussion. Mr. Pozgay advised to take a short recess so Member Ogden could inform General Counsel of the matters in order to identify whether closed session may be used to discuss the matters. Mr. Ogden withdrew his motion. A motion to recess was made by Member Hiten. Chair Chandler seconded motion and the board took a recess.

Chair Chandler called the meeting back to order at 10:38 a.m.

Member Ogden moved to enter closed session pursuant to KRS 61.810(1)(j) and (c), to deliberate in the matters of Mckissock; American Home Inspectors Training; Advance PLI 4U; Home Inspection University; 18-KBHI-007; 21-KBHI-001; and the application of A.M., with board staff and counsel. Chair Chandler seconded the motion and the motion carried.

Member Hiten moved to end closed session at 11:15 a.m. Member Ogden seconded motion. The motion carried.

### **Application Committee Report**

Member Buchanan was not present at the meeting. Member Hiten made a motion to defer all renewals and applications presented at this board meeting until the January 2023 meeting of the board. Chair Chandler seconded the motion. The motion carried.

### **Education Committee Report**

Member Halcomb moved to approve the McKissock education application. Member Ogden seconded the motion. All in favor, the motion passed.

Member Halcomb moved to defer consideration of the American Home Inspectors Training classes for further review at the January 2023 regular meeting of the board. Member Hiten seconded the motion. All in favor, the motion passed.

Member Halcomb moved to defer consideration of the Advance PLI 4U application for further review at the January 2023 regular meeting of the board. Member Hiten seconded the motion. All in favor, the motion passed.

Member Halcomb moved to defer consideration of the Home Inspection University application for further review at the January 2023 regular meeting of the board. Member Hiten seconded the motion. All in favor, the motion passed.

### **Complaint Committee Report**

**18-KBHI-007.** Member Ogden moved to bring complaint 18-KBHI-007 out of abeyance and assign for further investigation. Member Chandler seconded the motion. All in favor, the motion passed.

### **New Business**

Member Hiten moved to authorize board counsel and the board administrator to contact applicant A.M. regarding applicant is required to submit an FBI background check and a law enforcement agency background check for the non-resident applicant, before the application can be considered by the board. Member Halcomb seconded the motion and the motion carried.

No other new business was discussed.

### **Public Comments**

No public comments were received.

### **Motion to Approve Timesheets, Per Diem, and Travel**

Member Hiten made a motion to approve timesheets, per diem, and travel. Member Ogden seconded the motion. All in favor, the motion passed.

### **Meeting Adjournment**

With no further business to discuss, Member Odgen moved to adjourn the meeting. Member Hiten seconded the motion, and with all in favor, the meeting adjourned at 11:20 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  
December 20, 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 December 20, 2022 meeting at its meeting held on  
January 11, 2023.

Natalie W. Brawner 2/20/2023

KREA Executive Director/Date