

**Minutes of the Teleconference Meeting of the
Arkansas Home Inspector Registration Board
Little Rock
March 1, 2017**

Board Members participating:

Wayne Pace, Chairman	Robert Neal	Joe Kanopsic
Anthony Utsey	Cheryl Payne-Nesuda	Bob Downum (<i>Absent</i>)
Allen Trammell		

Board Administrator: Charlotte London

Others Present: Assistant Attorney General: Julie Chavis

Applicant: Jesse Craig Fish

I. Agenda Item I: Call to Order/Roll Call

Meeting called to order at 8:00 a.m.

Roll call by Mr. Pace - All Board Members present except Mr. Downum.

II. Agenda Item II: Approval of March 1, 2017 Meeting Agenda

Motion was made by Mr. Neal to approve the agenda and seconded by Mr. Trammell.

All Board members voted in favor of motion with aye.

III. Agenda Item III: Approval of Minutes

The Minutes for February 10, 2017 and February 22, 2017 are incomplete and will be reviewed at the April Board meeting.

IV. Agenda Item IV: Financials

The Financials for February are incomplete and will be reviewed at the April Board meeting.

V. Agenda Item V: Review of New Applicants

The Board reviewed one new applicant who was tabled from the February 10, 2017 meeting.

1. Jesse Craig Fish – Ms. Chavis had previously advised Mr. Fish on how to obtain the additional documents that the Board needed to review concerning his prior convictions. Mr. Fish said that when he requested the documents from the clerk of the court, he was refused. Ms. Chavis said that he made a good faith effort to obtain the documents. Mr. Neal motioned to approve Mr. Fish's application with the documents that he had already provided, Mr. Kanopsic seconded and all Board members voted in favor of motion with aye.

VI. Agenda Item VI Status of Complaints

Ms. Chavis spoke about the Gubanski hearing that was held on February 22, 2017. She said Mr. Gubanski has the option to appeal the Board's decision to uphold the dismissal of his complaint.

1. OLD COMPLAINTS

- a. Kyndal & John Wiles vs Allen, HI-1583 (2/2/2017-Notification letter mailed to Home Inspector)
- b. Washburn vs Hoffman, HI-1500 (2/2/2017-Notification letter mailed to Home Inspector)
- c. Williams vs Mobley, HI-1497 (2/2/2017-Notification letter mailed to Home Inspector)
Mr. Neal is currently reviewing the above three complaints.
- d. Hall - Ms. Chavis is still working on this complaint.
- e. Williams –Ms. Chavis is trying to resolve Mr. Williams' outstanding complaints and he has hired an attorney. Mr. Neal asked Ms. Chavis about issuing Consent Agreements to Mr. Williams if he agrees to not renew his license or ever apply for a HI license in Arkansas. Ms. Chavis suggested a \$500.00 fine rather than \$1,000.00 for all of his

complaints combined. Mr. Neal said he will review the complaint files that he has before the next meeting to see if anything might warrant a reduced fine. Ms. Chavis said she will contact the attorney for Mr. Williams about the Consent Agreements and reduced fine. Mr. Kanopsic said he wanted to keep the fine at \$1,000.00. Mr. Neal motioned to reduce the fine to \$500.00, Ms. Payne-Nesuda seconded and all Board members voted in favor of motion with aye except Mr. Kanopsic who voted 'nay' opposing the motion.

2. NEW COMPLAINTS

VII. Agenda Item VII Continuing Education/Pre-Registration Courses

1. InterNACHI had sent an email (*dated 1/25/2017*) questioning why some of their CE courses were not approved or renewed. The courses date back to 2012, 2015 and 2016. Mr. Pace said he would look into the courses they are referencing. Mr. Neal said he wants to create an outline with the requirements for course submissions that can be used as a guide by Ms. London.

VIII. Agenda Item VIII New Business

1. Advertising – Mr. Trammell said he would send information to Ms. London about advertising with the Arkansas Real Estate Association. Mr. Pace asked if anyone had brought any real estate magazines for review about possibly advertising with them, but no one had brought any to the meeting. Mr. Pace said he did not think it was necessary to have a Google representative talk with the Board about having the website appear first when a search is done because it already appears first. Mr. Neal agreed that it would not benefit the Board. Mr. Pace asked Mr. Kanopsic to hold off on having a Google representative to speak to the Board.
2. AAREI Seminar - Mr. Pace said the seminar, that taught Continuing Education courses, was held in February and the attendees had paid for 14 hours that would have satisfied their CE course requirements for the year. One of the instructors did not show up and the attendees were credited for 12 hours instead of 14. Mr. Pace asked Ms. London if she had received any calls from Home Inspectors about the matter and she had received only one. Mr. Pace then said that more calls would come in around registration renewal time in November when Home Inspectors have to provide certification of their 14 hour course completion.
3. Renewals -
 - a. Charles Allen Broomfield, HI-1826 – Mr. Broomfield was previously on Inactive Status and wanted to re-activate his HI registration. Since he did not provide his last home inspection report, the Board asked Ms. London to contact him & request that he send in his last three reports and if he did not perform any inspections, he need to send in his next three home inspection reports. The Board approved his registration renewal for 2017.
4. A Home Inspector had sent an email wanting to know if it was acceptable to use the Arkansas State Seal on his website and in advertisements. Board members discussed the issue and decided that the inspector could not use the State Seal because it would be viewed as an endorsement by the state.
5. Mr. Neal said he will work on posting information on the website concerning disciplinary actions against Home Inspectors.

IX. Agenda Item IX Old Business

X. Agenda Item X Administrator's Update to Board Members

1. Ms. London said the 2017 Registration Renewals were complete and the registration cards have been mailed.
2. Purchases for February totaled \$28.32 for office supplies.
3. It was announced by the Governor's office that Mr. Tom Allen has been appointed to the Board. Mr. Allen will be replacing Mr. Anthony Utsey who did not seek reappointment. Mr. Utsey told the Board that he has enjoyed his time served on the Board. All of the Board members thanked Mr. Utsey for his time served with the Board.

XI. Agenda Item XI Schedule Next Meeting

1. The next Board meeting is scheduled for Wednesday, April 5, 2017 at 9:30 a.m.

XII. Agenda Item XII Adjournment

The teleconference adjourned at 8:57 a.m.