

MINUTES

Arizona State Board of Technical Registration
1110 W. Washington Street, Suite 240
Phoenix, Arizona 85007

HOME INSPECTOR RULES AND STANDARDS COMMITTEE

June 6, 2017 – 10:00 a.m.

1. **CALL TO ORDER** – 9:58am
2. **ROLL CALL** – David Swartz, Randy West, Peter Leeds, Jason Madison, Andrew Everroad.
Staff: Melissa Cornelius, Patrice Pritzl, Douglas Parlin, Robert Stam, Kurt Winter

3. **CALL TO THE PUBLIC**

No one appeared before the Board.

4. **ADOPTION OF MINUTES**

Review, Consideration and Possible Action on the following:

- A. Approve, modify and/or reject February 14, 2017 minutes.

Mr. Leeds moved and Mr. West seconded to accept the minutes with some minor modifications; motion carried. Mr. Madison abstained.

5. **REVIEW, DISCUSSION AND POSSIBLE ACTION ON THE FOLLOWING:**

- A. Whether to revise the standard required of certified home inspectors interested in volunteering to review applications.

Mr. Madison moved and Mr. West seconded a motion finding that any certified home inspector approved as an EAC member was also approved to serve as an assessor; motion carried.

- B. How to properly conduct report reviews; i.e.: requirements of a qualifying home inspector sample report.

Ms. Pritzl asked committee members questions regarding proper report review conduct; they responded.

C. Amendments to Rules affecting home inspectors.

Agendized for the next meeting.

D. Changes to EAC meetings and Assessments.

Committee members reviewed and discussed Mr. Parlin's proposed changes to EAC assessments. The proposed changes included staff chairing EAC meetings, distributing an assessment template to EAC members to streamline the assessment process, and applying a severity level to the violated rule as opposed to each home inspection deficiency. Committee members approved of the proposed changes.

E. Applicant report reviews and license application.

Partially discussed under agenda item 5d.

6. **DIRECTOR'S REPORT** – Ms. Cornelius updated the members on the status of the computer project and current number of licensed home inspectors and pending complaints.

7. **COMMITTEE CHAIRMAN'S REPORT** -


8. **FUTURE AGENDA ITEMS**

The committee requested to revisit item 5b from the February 14, 2017 meeting and items 5c and 5d on this agenda.

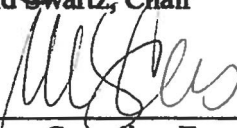
9. **FUTURE MEETINGS**

September 7, 2017 9:30am

10. **ADJOURNMENT** - 11:34am



David Swartz, Chair



Melissa Cornelius, Executive Director