

Minutes

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

HOME INSPECTOR RULES AND STANDARDS COMMITTEE

March, 29 2016 - 9:30 a.m.

1. **CALL TO ORDER** – 9:32AM

2. **ROLL CALL** –Committee Members in Attendance: Douglas Folk, Peter Leeds, Jason Madison, David Swartz, and Randy West. Staff: Executive Director Melissa Cornelius, Deputy Director Patrice Pritzl, Enforcement Manager Douglas Parlin, Licensing Manager Michelle Fleming and Travis Holbrook

3. **CALL TO THE PUBLIC** – No one addressed the Committee.

4. **ADOPTION OF MINUTES**

Review, Consideration and Possible Action on the following:

- A. Approve, modify and/or reject November 5, 2015 minutes.

Mr. Leeds moved to approve the minutes. Mr. Swartz stated his name was misspelled on item 4A. Mr. Folk stated he “dropped off the call” at 10:30 A.M. Mr. West seconded the motion. No further discussion. Motion carried.

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

A. Legislative Update

- HB2613
- SB1119 (Continuation)
- SB1422 (Omnibus)
- SB1256 (Dereg)
- SB1162 (Alarms)

The Committee heard an update about the bills and discussed the status of the pending legislation.

- B. Review of A.A.C. R4-30-247 and A.A.C. R4-30-301.01 to identify possible and necessary future modifications.

The Committee determined to table this agenda item so that members could consider amendments and discuss them at a future meeting.

- C. Review of standard disciplinary consent agreement language regarding peer reviews for home inspectors.

Mr. Parlin explained the language the Board would like to include in final orders and consent agreements regarding peer reviews of home inspectors. The Committee discussed the differences between peer reviews to improve report writing and parallel inspections to improve report writing and technical knowledge and skill deficiencies. The committee discussed revising the language in the Board order. Mr. Leeds and Mr. Swartz will modify the language to provide to staff as soon as possible.

- D. Report from Committee Member Peter Leeds regarding Allied Schools' Professional Home Inspection Program and whether the education it provides to home inspector applicants meets the standards required in A.A.C. R4-30-247.

Mr. Leeds took the class and passed the test in 4 hours. He explained his evaluation of the course to the committee members, and recommended that the committee approve the course for CHI applicants. He also recommended that the Board inform Allied Schools of his concerns and offer suggestions for improvement. Ms. Pritzl commented that she would request legal advice regarding whether we can accept the course as offered pursuant to R4-30-247.

- E. Establishing Home Inspector EAC Committee Chair/Member requirements.

Mr. Swartz spoke about requiring the person designated as Chairman of an Enforcement Advisory Committee to have observed a number of EACs before serving as chair. Mr. West suggested that a chair needs to sit on at least 6 EACs as a member before serving as a chair. Mr. Leeds recommended 5 years of practice and 250 inspections in order to be chair, and recommended that potential chairs complete 12 EACs and complete 6 assessments. The Committee concluded that in order to create a "strong, experienced chairman," candidates should have participated on at least 6 EACs as a member and conducted 3 evaluations, and be approved by the Enforcement Manager and tracked. Staff suggested creating a "comment" card for parties and EAC members to complete after the EAC and not to affect the outcome but to be used by staff to improve the process. After much discussion, the Committee determined to leave the appointment and selection of EAC members and chairs to staff's discretion.

F. Proposed added page for EAC Committee Manual.

The Committee reviewed a proposed document entitled "Case Evaluation Considerations for Home Inspector EAC Members" drafted by Mr. Swartz and proposed for inclusion in the Board's EAC Committee Manual. Mr. Leeds moved to include the document with one addition, regarding defining the preponderance of evidence. Mr. West seconded the motion. No further discussion; motion carried.

G. Review and discuss EAC applicant.

1. Bryck Guibor, C.H.I. #38101

The Committee reviewed the credentials of Mr. Guibor. Mr. Leeds moved to approve Mr. Guibor as an EAC member. Mr. West seconded the motion. No further discussion; motion carried.

6. DIRECTOR'S REPORT

Ms. Cornelius informed the Committee there were 566 registered firms and 729 home inspectors, 45 which renewed as of the meeting date. Ms. Cornelius also reported that BTR received 8 Home Inspector applications, and there were currently 16 enforcement actions pending.

Ms. Cornelius stated the staff is meeting with GL Solutions regarding the new computer system.

7. COMMITTEE CHAIRMAN'S REPORT

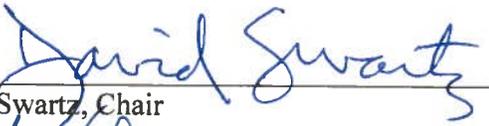
Nothing new to report.

8. FUTURE AGENDA ITEMS

- Legislative Update
- Review of A.A.C. R4-30-247 and A.A.C. R4-30-301.01 to identify possible and necessary future modifications
- Review of standard disciplinary consent agreement language regarding peer reviews for home inspectors
- Acquiring all versions of the check list
- Review of Rules

9. **FUTURE MEETINGS** – Tuesday, June 7, 2016

10. **ADJOURNMENT** – 11:40 AM



David Swartz, Chair



Melissa Cornelius, Executive Director