

MINUTES

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

HOME INSPECTOR RULES AND STANDARDS COMMITTEE

November 19, 2019 – 9:30 a.m.

1. **CALL TO ORDER** - 9:30am
2. **ROLL CALL** – Peter Leeds, David Swartz, Paul Staron, Jason Madison, Andrew Everroad
Staff: Melissa Cornelius, Kurt Winter, Douglas Parlin, Robert Stam
AG: Scott Donald

3. **CALL TO THE PUBLIC**

No one appeared before the Committee.

4. **ADOPTION OF MINUTES**

Review, Consideration and Possible Action on the following:

- A. Approve, modify and/or reject August 9, 2019 minutes.

Mr. Leeds moved and Mr. Staron seconded to approve minutes with minor changes: motion carried. Mr. Everroad abstained.

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

- A. Results of Board Appointment for small county HIRSC member

Ms. Cornelius reported that the Board did not appoint a new HIRSC member and tabled it for the next meeting. Mr. Leeds asked if the applicant that appeared before the Board at its last meeting was an EAC member. Ms. Cornelius answered “no,” but stated that applicants were not required to be EAC members to apply.

No action taken.

- B. Report Writing: Is it necessary to include all allegations if an EAC determines that the initial allegation/complaint against the home inspector is unsubstantiated?

Ms. Cornelius explained that she wanted the committee to state for the record why it is critical for EAC’s to report home inspection deficiencies even if they were not part of the allegations. Committee members obliged and explained that it was in the

interest of public safety that EACs look for all deficiencies in a Respondent Home Inspector's report. Mr. Everroad asked if the Board gave Respondent home inspectors chance to defend themselves if the original allegation was unsubstantiated but the EAC found other deficiencies. Mr. Parlin answered that Staff make the respondent known of any new allegations prior to an EAC meeting.

C. HB2569 Update

Ms. Cornelius reported that the Board granted a home inspector applicant registration through universal licensure. Mr. Stam reported that the applicant had taken it upon himself to take additional education and training in Arizona, even though it was not required. The Committee asked if a home inspector evaluator could evaluate universal licensure home inspector applications before they go before the Board. Ms. Cornelius answered that it was possible.

D. Vendor Preferred Programs

Ms. Cornelius reported that the Board disciplined a home inspector for participating in a vendor preferred program.

E. Possible Conflicts between Home Inspector Standards and Report Checklist; Yearly review and possible update to Report Checklist

The committee discussed and updated the Report Checklist. The committee stated that they considered conflicts between the checklist and standards AZBTR staff presented at the August HIRSC meeting as well as issues other home inspectors had presented. Ms. Cornelius asked if the Committee was interested in updating the home inspector standards. Committee members showed interest.

Recommended changes to the following items in the checklist:

4.0

5.0 (21-24)

6.0 (36)

7.0 (36)

8.0 (53-54)

9.0 (60)

Leeds moved and Staron seconded to recommend to the Board the Committee's changes to the Report Checklist.

F. Notice of Proposed Rule Making - R4-30-106 & R4-30-247

Ms. Cornelius explained that the Board hoped to change two rules in its proposed rulemaking. Changes to R4-30-106 would eliminate the Board from accepting cash as payment. Changes to R4-30-247 would prevent home inspectors from changing their status to inactive while their financial assurance was lapsed or cancelled.

6. **DIRECTOR'S REPORT**

Statistics, computer system updates, HB2569 statistics

Ms. Cornelius reported that the computer system update was ending; that William Will ceased his employment with the Board; and, reviewed statistics with the Committee.

7. **COMMITTEE CHAIRMAN'S REPORT** - Nothing reported

8. **FUTURE AGENDA ITEMS**

Updating standards, pool and spa checklist, 5A, 5F


9. **FUTURE MEETINGS** – January 15, 2020

10. **ADJOURNMENT** – 11:50am

Signed this day, January 15, 2020



David Swartz, Committee Chairman



Melissa Cornelius, Executive Director