

Minutes

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

HOME INSPECTOR RULES AND STANDARDS COMMITTEE

June 9, 2015 - 9:30 a.m.

1. **CALL TO ORDER – 9:30 am**
2. **ROLL CALL – Committee Members in Attendance:** Peter Leeds, Jason Madison, David Swartz, and Randy West. **Committee Member in Attendance by Teleconference:** Douglas Folk. **Staff:** Executive Director Melissa Cornelius, Deputy Director Patrice Pritzl, Enforcement Manager Douglas Parlin, Assistant Enforcement Manager Douglas Kraemer, Licensing Manager Michelle Fleming, and Gregory Wisher
3. **CALL TO THE PUBLIC -** No members of the public addressed the committee.
4. **ADOPTION OF MINUTES**
Review, Consideration and Possible Action on the following:
 - A. Approve, modify and/or reject March 12, 2015 minutes. - Mr. Leeds and Mr. West recommended minor changes to the minutes. Mr. Leeds moved to approve the minutes as modified. Mr. West seconded the motion. No further discussion; motion carried.
5. **REVIEW, DISCUSSION AND POSSIBLE ACTION ON THE FOLLOWING:**
 - A. Update on Board Action Regarding Modification of the Scale of Weight EAC Committees Apply to Violations of the Practice Act

Ms. Cornelius reported that the policy is being revised and will be placed on the agenda for the June 23, 2015 Board meeting for review and approval.
 - B. AZ BTR Home Inspection Agreement/Report Submittal Authored by Dave Swartz.

Mr. Swartz stated that he created this document with the intent to have the applicant provide additional clarity on the Home Inspection reports that are submitted to the reviewer for evaluation. The objective is to make the evaluation easier for the reviewer and give the applicant a guide/aid to help the applicant meet the standard when completing a Home Inspection report. Currently a large number of applicants do not meet the standard for filling out Home Inspection reports; consequently the certification process is delayed because the reports do not meet the standard. Mr. Leeds suggested that Home Inspectors use the document/form created by Mr. Swartz for a trial period. Mr. Leeds moved to have BTR staff include the AZ BTR Home

Inspection Agreement/Report Submittal form with the application as a test case for a period of time to see the results. Mr. West seconded the motion. No further discussion; motion carried.

- C. Possible Corrections to the Glossary of the Standards of Professional Practice for Arizona Home Inspectors and the Standards of Professional Practice for the Inspection of Swimming Pools and Spas.

Mr. Leeds moved that the Standards of Professional Practice for the Inspection of Swimming Pools and Spas be revised to show the date of revision as June 9, 2015 and the last Glossary entry under the **Unsafe** category should read as follows: "*A condition in a readily accessible, installed system or component which is judged to be a significant risk of personal injury during normal, day to day use. The risk may be due to damage, deterioration, or improper installation.*" Mr. West seconded the motion. No further discussion; motion carried.

- D. Proposed Substantive Policy Statement Regarding Referring to Tradesmen and Termite Inspectors at the Time of a Home Inspection.

Mr. Leeds moved to have the Board review and approve the Proposed Substantive Policy Statement Referring Tradesmen to correct adverse conditions identified during a Home Inspection, or Referring Tradesmen to Inspect for adverse conditions beyond the scope of a Home Inspection as revised. Mr. West seconded the motion. No further discussion; motion carried.

- E. Referring The Definition of "Peer Review" as it Relates to Home Inspector Registrants Involved in Board Disciplinary Actions to the Legislation and Rules Committee to consider broadening the definition to apply to all professions and occupations.

The Committee discussed Peer Review and decided no other action is needed at this time.

- F. Home Inspector Application Review Committee. – The Committee discussed agenda item "F" and decided that no action is needed at this time.

- G. Whether Home Inspector Training Courses offered by Out-of-State schools need to be provided in a classroom or whether on-line courses satisfy the Board's licensing requirements.

Mr. Folk left the meeting at 1050 AM.

It was the recommendation of the Committee to make agenda items 5.G. and 5.H. the responsibility of the applicant.

H. Review of Penn Foster Home Inspection Course to Determine Qualification

I. Review, Consideration or Recommendation on Application for James Ashworth

Mr. West moved to accept the application for Mr. James Ashworth. Mr. Madison seconded the motion. No further discussion; motion carried.

6. **DIRECTOR'S REPORT** – Ms. Cornelius reported that she asked the Assistant Attorney General to look into whether or not the HIRS Committee can be reimbursed for their Committee service.

7. **COMMITTEE CHAIRMAN'S REPORT** – Nothing to report

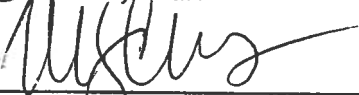
8. **FUTURE AGENDA ITEMS** – The Committee recommended that agenda item 5.A be added as a Future Agenda item.

9. **FUTURE MEETINGS** – September 10, 2015 at 9:30am

10. **ADJOURNMENT** – the meeting adjourned at 12:15 pm



David Swartz, Chair



Melissa Cornelius, Executive Director