

Minutes
Arizona State Board of Technical Registration
HOME INSPECTOR RULES AND STANDARDS COMMITTEE
1110 W. Washington Street, Suite 240
Phoenix, Arizona 85007

February 3, 2015 - 9:30 a.m.

1. CALL TO ORDER – 9:36AM

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, and Michelle Johnson.

3. CALL TO THE PUBLIC – No member of the public addressed the committee.

4. ADOPTION OF MINUTES

Review, Consideration and Possible Action on the following:

A. Approve, modify and/or reject November 4, 2014 minutes – Mr. Leeds moved to adopt the minutes from November 4, 2014. Mr. West seconded the motion. Mr. Folk and Mr. Madison abstained. No further discussion; motion carried.

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

A. Possible Revision to Substantive Policy #8 regarding the prohibition against preferred vendor programs – Mr. Swartz explained the history of the policy, preferred vending programs, and the need to update the policy. Mr. Leeds moved to recommend to the Board that Substantive Policy #8 be revised, changing “i.e. to “e.g” and adding “marketing service agreement” into the language in the policy. Mr. West seconded the motion. No further discussion; motion carried.

B. Peer Review Selection Criteria – The Committee recommended that the Board modify the criteria to be a certified home inspector peer reviewer to include the requirement that they must be in good standing with the Board, have 5 years of experience, have fully completed 250 home inspections, and must be approved by Board staff before performing peer reviews. Mr. West seconded the motion. No further discussion; motion carried.

C. Modifying the Scale of Weight EAC Committees Apply to Violations of the Practice Act – The committee discussed whether or not to recommend that the Board modify the scale used to weight the seriousness of alleged violations of the Practice Act from 1-10 to 1-5. This item is to be added to the next meeting’s agenda.

D. Standardizing Recommended Discipline to the Board – This item is to be pended to the next meeting’s agenda.

E. Proposed Substantive Policy Statements Regarding the Performance of Survey Inspections, Referring Tradesman to Correct Adverse Conditions, and Billing Escrow For payment – The committee discussed proposed substantive statements that have been previously reviewed. Mr. Leeds moved to recommend to the Board to approve substantive policy statements regarding Home Inspectors referrals of Termite Inspectors at the time of home inspection and Home Inspectors referrals of Tradesmen to correct adverse conditions identified during home inspections. Mr. West seconded the motion. No further discussion; motion carried.

F. Parallel Inspections vs. Peer Reviews – The committee discussed defining the definition of peer review for home inspectors. Mr. Leeds moved to have Board staff edit the Home Inspector Peer Review Definition Substantive Policy Statement and present it to the Board for approval. Mr. West seconded. No further discussion; motion carried.

6. DIRECTOR'S REPORT – Ms. Cornelius reported that 737 home inspectors have been licensed and 630 firms have been registered as of January 19, 2015.

Ms. Cornelius reported that Michael Martinez was hired to fill the Communications Officer position in the Board Operations Unit.

Ms. Cornelius advised the committee about legislative bills HB2127, HB2336, HB2504, and SB1062, which are going through the legislature this session.

Ms. Cornelius reported that the Board's RFP for a new computer system is moving forward.

Ms. Cornelius advised the committee about the Governor's hiring freeze and rules moratorium.

Ms. Cornelius answered questions regarding the newsletter and social media policies.

7. COMMITTEE CHAIRMAN'S REPORT – Mr. Swartz had nothing new to report to the committee.

8. FUTURE AGENDA ITEMS

- Modifying the Scale of Weight EAC Committees Apply to Violations of the Practice Act
- Standardizing Recommended Discipline to the Board

9. FUTURE MEETINGS – March 12, 2015 at 9:30AM

10. ADJOURNMENT – 11:24AM



David Swartz, Chair



Melissa Cornelius, Executive Director