



S T A T E O F C O N N E C T I C U T
DEPARTMENT OF CONSUMER PROTECTION

HOME INSPECTION LICENSING BOARD

Tel. No. (860) 713-6145

-MINUTES-

MAY 7, 2010

The Connecticut Home Inspection Licensing Board held a meeting on Friday, May 7, 2010 which was called to order at 9:36 A.M. in Room 117 of the State Office Building, 165 Capitol Avenue, Hartford, CT 06106.

Board Members Present: Eric Curtis (*Public Member*)
James J. O'Neill (*Public Member*)
Bruce D. Schaefer (*Home Inspector*)
William Stanley, Jr. (*Home Inspector*)
Lawrence R. Willette (*Home Inspector*)

Board Members Not Present: Richard J. Kobylenski (*Home Inspector*)
David B. Sherwood (*Home Inspector*)

Board Member Vacancies: *Public Member*

Board Counsel: Not present, as requested.

DCP Staff Present: Robert M. Kuzmich

Others Present: None

Note: The administrative functions of the Boards, Commissions, and Councils are carried out by the Department of Consumer Protection, Occupational and Professional Licensing Division. For information, contact Richard M. Hurlburt, Director, at (860) 713-6135 or Fax (860)-706-1255.

Agency Website: www.ct.gov/dcp

Division E-Mail: occtrades@ct.gov

1. Call to order by Chairperson Susan Connors.

The Department received an E-Mail from Ms. Susan Connors. In it she states that she has sent her resignation letter to Commissioner Farrell and has been nominated for a judgeship by Governor Rell.

She thanked the Board for their dedicated service ensuring that the Board ran effectively during her time as Chairperson. Ms. Connors also acknowledged the time the Board has committed to reviewing pre-licensing course materials as well as the Home Inspector Licensing Examination questions. She concluded by her e-mail stating that given the Board's knowledge and expertise she knows that she is leaving the Board in very capable hands and wished all the very best.

The Board elected Mr. William (*Bill*) Stanley as acting Chairman for today's meeting which was called to order at 9:36 AM. Mr. Stanley noted that the Governor's Office is responsible for appointing a new Board Member to fill Ms. Connor's place as well as appointing a new Chairperson. Mr. Stanley volunteered to act as Chairman in the interim.

2. Review of minutes of the February 5, 2010 meeting of the Board.

After a thorough review of the minutes, *the Board voted, unanimously, to approve the minutes as written. (Schaefer/O'Neil)*

3. Review of Final Decisions and Orders.

Acting Chairman Bill Stanley acknowledged that there are no Final Decisions and Orders before the Board today.

4. Applications for review.

Acting Chairman Bill Stanley acknowledged that there are no applications before the Board today.

5. Applicants appearing before the Board.

Acting Chairman Bill Stanley acknowledged that there are no applicants appearing before the Board today.

6. Formal Hearings to be held.

Acting Chairperson Bill Stanley acknowledged that there are no Formal Hearings scheduled for today's meeting.

7. Old Business

A. Continuation of discussion concerning the Regulation for Home Inspectors; specifically concerning continuing education course subject matter. Mr. Stanley noted that this subject refers back to a series of e-mails that went back and forth between Richard Hurlburt, Vicky Bullock, and himself. Mr. Stanley detailed this matter for the Board's information. He stated that at the last meeting, he was asked to send an e-mail summarizing what the Board agreed to at that meeting. In particular, of the twenty (20) hours of required continuing education, at least 75% would be in the core subject matter relating to home inspection work.

It was noted that the Board has proposed a regulatory change which removes the 3 hour requirement for continuing education (CE) in home inspection licensing law. Over the last few Board meetings, the Board has been discussing that of these 20 hours of CE, it would be possible for a licensee to take all of this time in one non-related core subject matter. As such, the Board agreed to a limit non-core related subjects to 25% and core related subjects to 75%. This information was sent to Mr. Richard Hurlburt by e-mail from Mr. Stanley.

Mr. Hurlburt's response was that this policy would be difficult to enforce and asking the question how the Department is to know what subject matter is considered core and what is not. Mr. Stanley's response was that the existing regulation defines the core subject matter. As far as enforcing this policy, it was noted that it would not be difficult to recognize the core subject matter.

Mr. Schaefer stated that it is really a matter of how the Department enforces the CE submittals recognizing that Mr. Kuzmich handles several Boards and the additional responsibility of policing subject matter may be too much of a burden. As such, Mr. Schaefer suggested that the Department may wish to review a select percentage of the submittals in order to reduce their workload. Mr. Stanley agreed and also noted that the Department's new test vendor will be providing them with a report of the CE submittals for all the licensees showing what the total credits are for each. At this point, the Department could randomly select a few of the submittals for subject matter review.

After more brief discussion, the Board voted, unanimously, to adopt the policy of allowing a maximum of 25% of a licensee's total CE submittal of 20 hours to be in non-core subject matter relating to home inspection work.

B. Home Inspection Course Application for Pre-Licensing;

Courses: InterNACHI's Pre-Licensing Curriculum (134 hrs.)

School: InterNACHI.
1750 30th Street
Boulder, Colorado 80301

Mr. Sherwood volunteered to review this course submittal and he is not present at today's meeting. As such, *the Board voted to postpone further action on this application until their next meeting scheduled for August 6, 2010. In addition, the Board also gave Mr. Kuzmich the authority to send an approval letter to this provider if, during the interim period, Mr. Sherwood completes his review and finds the offering in compliance and the provider needs this approval as soon as possible. (O'Neill/Curtis)*

8. New Business

A. Correspondence from PSI regarding Connecticut continuing education mandatory approved school reporting method for Home Inspector license holders. The Board acknowledged receipt of this information. It was noted that the information on this bulletin has remained basically unchanged from their last publication.

B. Ethics News from the Department of Consumer Protection; for the Board's information. The Board acknowledged receipt of this information. It was noted that the material states that a Board/Commission Member is not allowed to use their position on a Board/Commission as a form of advertising or other communication that implies the member is more qualified in a particular area because of the this position they hold. This documentation was distributed to all the Department's Boards and Commissions.

9. Other Business

A. Any correspondence and/or business received in the interim.

No items were discussed.

The meeting adjourned at 9:57 AM.

Note: the next regular meeting of the Board is scheduled for Friday, August 6, 2010 at 9:30 AM in Room No. 126 of the State Office Building, 165 Capitol Avenue, Hartford, Connecticut.

Respectfully submitted,

Robert M. Kuzmich, R.A.
License and Applications Specialist