

# HOME INSPECTION LICENSING BOARD

JUNE 21, 2019

## MINUTES

The Connecticut Home Inspection Licensing Board held a meeting on Friday, June 21, 2019 in Hearing Room J, 450 Columbus Boulevard, North Building, Hartford, Connecticut 06103.

Board Members Present: Richard J. Kobylenski (Home Inspector)  
Lawrence R. Willette (Home Inspector)  
William Stanley, Jr. (Home Inspector)  
Bruce D. Schaefer (Home Inspector)

Board Members Not Present: None

Board Member Vacancies: Three (Public Members)  
One (Home Inspector)

DCP Staff Present: Richard M. Hurlburt, Director, Occupational and Professional Licensing Division  
Karen Layman, License & Applications Analyst

Others Present: Pamela Brown, Director, Investigations Division

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)-706-1202.

**Agency Website:** [www.ct.gov/dcp](http://www.ct.gov/dcp) **Division E-Mail:** [dcp.occupationalprofessional@ct.gov](mailto:dcp.occupationalprofessional@ct.gov)

### 1. CALL TO ORDER:

William Stanley, Jr. called the meeting to order at 9:32 AM.

**2. REVIEW OF MINUTES OF THE MARCH 22, 2019 MEETING:**

The Board voted unanimously to approve the minutes as submitted.  
(Kobylenski/Willette)

**3. COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY:**

None

**4. DCP INVESTIGATION DIVISION COMPLAINT STATUS REPORT:**

Pamela Brown was in attendance to provide an overview of the complaint report dated 3-01-19 to 4-29-19. Pamela stated that that there are eight open cases at this time.

Pamela discussed with the Board the type of complaints that are common for home inspection licensing, such as items not being identified at the time of inspection, and the complaints regarding crumbling foundations as it relates to performing home inspections.

**5. OLD BUSINESS**

None

**6. NEW BUSINESS**

**(A) Continuing education provider application – Green Training, USA**

The Board reviewed Green Training USA’s continuing education provider application consisting of 34 online courses. The Board approved all 34 courses.

**(B) Home Inspector License application – Todd David LeSiege, Huntington, MA**

The Board reviewed this application and determined that the applicant has two options to continue to apply for this license. One option is to obtain a Massachusetts license and then apply to Connecticut by reciprocity; the other is to apply for equivalent experience and training, which includes completion of a pre-licensure course and proof of 100 home inspections.

**(C) Home Inspector Intern Supervision**

The Board drafted a notice to send to supervisors of home inspector interns to clarify their responsibilities as a supervisor. This notice was reviewed and revised by the DCP Legal Division prior to today’s meeting. The revised document entitled Home Inspector Intern Supervision, as well as a Home Inspection Disclosure Form was reviewed by the

Board at today's meeting. The Board determined that they will contact Cynthia Fernandez, DCP Legal Division with their suggestions for changes or additional language.

**7. CORRESPONDENCE:**

None

**8. COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY:**

None

The meeting adjourned at 10:03 AM.

Respectfully submitted,

Karen Layman,  
License and Applications Analyst

**2019 Home Inspection Licensing Board Schedule:**

- September 20
- December 13

Meetings take place at the Department of Consumer Protection, 450 Columbus Boulevard, North Building, Hearing Room J, Hartford, CT, 06103 beginning at 9:30 AM.