

HOME INSPECTION LICENSING BOARD

JUNE 8, 2021

MINUTES

The Connecticut Home Inspection Licensing Board held a meeting on Tuesday, June 8, 2021 via ZOOM webinar.

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

Board Members Not Present: Bruce D. Schaefer (Home Inspector)

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

DCP Staff Present: Robert M. Kuzmich, License & Applications Specialist
Cynthia Fernandez, Staff Attorney
Pamela Brown, Investigations Division Director
Janita Hamel, Supervising Special Investigator,
Investigations Division
Richard M. Hurlburt, Director, Occupational and Professional
Licensing Division

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, Richard M. Hurlburt, Director.

Website: www.ct.gov/dcp.

E-Mail: dcp.occupationalprofessional@ct.gov

1. CALL TO ORDER

Mr. William Stanley, Jr. called the meeting to order at 9:34 AM.

2. REVIEW OF MINUTES OF THE MARCH 16, 2021 BOARD MEETING.

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

3. COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY

There were no comments or concerns of anyone present.

4. DCP INVESTIGATION DIVISION COMPLAINT STATUS REPORT:

A. Board to review quarterly report when provided.

Ms. Janita Hamel gave the Board details on the complaint listed on the report noting that it was a civil matter, and that the consumer was looking for money. The matter was a dispute of facts where the complainant stated that the home inspector cannot make recommendations regarding mechanical equipment when, in fact, the home inspector can tell the potential buyer that the equipment in question needs to be further inspected by the appropriate licensed contractor(s).

In response to many questions being asked by the Board, Ms. Brown offered to give the Board a written summary of the complaint, through the Board Secretary, after today's meeting which will provide the exact details of the complaint.

5. OLD BUSINESS

A. Continuation of discussion concerning Home Inspector Interns and their Home Inspector Supervisor(s) relative to termination of supervision.

Ms. Cynthia Fernandez addressed the Board stating that she and Mr. Stanley have exchanged information regarding this issue. She has completed her written draft of a letter to be sent to Interns when they no longer have active supervision and asked the Board if there are any other changes they wish to make before she sends everyone the final draft.

Ms. Fernandez gave Mr. Stanley an explanation of her letter noting that the Supervising Home Inspector must notify the Department/Board within ten days of his/her termination of supervision of the Intern. Mr. Stanley suggested that the Intern be identified to the public as to not presently having a supervisor and therefore not being able to perform home inspections. Ms. Fernandez stated that she will check with the I/T Department as to how this can be accomplished. It was also noted that the Intern needs to be notified of the ramifications of not being supervised. Mr. Stanley suggested that perhaps the regulations can be amended to state that the Department note these Interns to the

public and notify the Intern directly that they cannot perform inspections until they, again, have supervision.

Mr. Willette suggested that the Intern's credential be made "Inactive" on the roster so the public can see that that this person cannot perform inspections at this time. Mr. Stanley agrees with this and also suggests that this process generate a letter to the Intern telling him/her that their Intern Permit has been made "Inactive" and they can no longer perform inspections until they have a supervising inspector. Mr. Stanley is in favor of putting these changes in the regulation. He also asked if Ms. Fernandez if she can incorporate today's discussion in her proposed draft and send this amended document to the Board for review before their next meeting. Ms. Fernandez agreed to do this.

Mr. Hurlburt stated to Mr. Stanley and the Board that Interns can have multiple supervisors. In addition, Ms. Fernandez questioned if a permit can be made Inactive without going through the necessary legal steps to give the Intern his/her right to be heard. Mr. Hurlburt noted that this is a good example of why the regulation needs to be amended. He noted that I/T should be consulted to determine if an Intern can still have a credential in a non-working capacity. Mr. Stanley concluded by noting that the two areas of concern for the Board are (1) that the public knows that the Intern is not able to do inspections until he/she has a new supervisor and, (2) that a notice goes from the Board to the Intern to alert them of the fact that they no longer have a supervisor and cannot perform home inspections until they do.

Ms. Fernandez will work with Mr. Kuzmich and Mr. Hurlburt to incorporate the above noted areas of concern as stated by Mr. Stanley. Again, this amended document shall be sent to the Board for their review before their next meeting for discussion and possible approval at this meeting. Mr. Hurlburt suggested that it may be possible to set up a system in the Department's licensing database to accommodate the goals of the Intern/Supervisor concerns as discussed. This would be very similar to the existing system used for Real Estate Brokers and Salespersons. Mr. Jason Cohen from the Department will be contacted to see if this can be implemented.

6. NEW BUSINESS

No items were discussed.

7. CORRESPONDENCE

No correspondence was discussed.

8. COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY.

1. The location for the upcoming meeting was briefly discussed. It has not yet been established as to whether the meeting will be held remotely or in-person. The benefits of remote meetings were discussed by the Department and the Board.

The meeting adjourned at 10:08 AM. (Kobylenski/Willette)

Respectfully submitted,

Robert M. Kuzmich, Architect Emeritus
License and Applications Specialist

2021 MEETING SCHEDULE:

March 16, 2021
June 8, 2021
September 21, 2021
December 14, 2021

All meetings will take place at 450 Columbus Boulevard, Hartford, CT at 9:30 A.M.
unless otherwise noted.