

DRAFT Minutes of the North Carolina Home Inspector Licensure Board

April 12, 2024

The regular meeting of the North Carolina Home Inspector Licensure Board (“Board”) was held 9:00 AM on Friday, April 12, 2024, in person at 1429 Rock Quarry Rd. Suite 105, Raleigh NC 27699 and by video teleconference via Webex.

The following members of the Board were present at location:

David Dye D. Arthur Hall Robert Roegner David Price

Connie Corey, Chad Abbott, and William “Bill” Morris attended via Webex.

Derrick Johnson was absent.

Gina M. Von Oehsen Cleary from the North Carolina Department of Justice, Attorney General’s Office was present at location as counsel for the Board.

Kyle Heuser Assistant General Counsel from North Carolina Office of the State Fire Marshal was present at location.

The following staff members from the North Carolina Office of the State Fire Marshal, Engineering Division were present at location:

Mike Hejduk Sam Whittington Jeff Griffin Sarah Barcenas
Anna Basile

The following staff members from the North Carolina Office of the State Fire Marshal, Engineering Division were present via Webex:

Rich Hall Katherine Vincent Jennifer Hollyfield

The following members of the public were present at location:

Wilson Fausel

The following members of the public were present via Webex:

Matthew Maulding	Jaxson Hanes	Chad
April Gregory	Eric Coates	Peter Huber
Matt Lail	Steve Dance	Bonnie Gregory
Curtis J.	Annie Dance	
Pam Melton	Christina M Bowers	

Introduction

Chair David Dye called the meeting to order and provided opening remarks. David Price read the Ethics Awareness and Conflict of Interest reminder.

Approval of Minutes

Chair Dye motioned to approve the January 12, 2024, regular meeting minutes with approved edits. Price seconded the motion. Motion carried.

Staff Report

Mike Hejduk shared activity statistics for FY 2023-2024 third quarter on the table below. Hejduk stated that licenses and applications are following the industry trend.

HILB	Total FY 2021-2022	Total FY 2022-2023	1st QTR Jul - Sep	2nd QTR Oct - Dec	3rd QTR Jan - Mar	4th QTR Apr - Jun	Total FY 2023-2024
Licensees	2,104	2,072	2,039	1826	1,931		1,931
Applications	558	378	78	85	113		276
Pre-Licensing	472	286	66	63	89		218
Military/Spouses	40	97	13	30	28		71
Criminal History	19	35	10	7	7		24
Exam eligibilities	526	385	78	85	113		276
Exams taken	526	430	94	81	115		290
Exams passed	396	266	53	51	77		181
Licenses issued	419	294	33	62	81		176
Complaints	45	54	9	15	10		34
Disciplinary actions	12	15	7	5	2		14

Committee Reports

Application Evaluation Committee

David Price reported the Application Evaluation Committee met on March 25, 2024, and reviewed 23 applications. Price made a motion to approve the following 22 applicants to sit for the licensure exam. D. Arthur Hall seconded the motion. Motion carried.

1. Felix Moreno
2. John Callan
3. David Toscano
4. Billy Wood

5. Joseph Campadonico
6. Andrew Wilkerson
7. Douglas Clark
8. Van Pinnix
9. Shaheid Hasan
10. David Linderholm
11. Jennifer LeStrange
12. Vincent Burgess
13. Natascha Clark
14. Bryan Guzman Lopez
15. Jeremy Boger
16. Timothy Lee
17. Matthew Maulding
18. John Andrews Jr.
19. Peter Huber
20. Benjamin Holms
21. John Stiles

Price motioned to approve the one (1) following applicant for pre-determination on completing the pre-licensing courses and sitting for the licensure exam upon completion. Roegner seconded the motion. Motion carried.

1. Curtis James

Gina M. Von Oehsen Cleary stated Bruce Spiro is to hold off this motion to approve. Spiro's name was removed from the applicant list. Price made a motion to approve 21 applicants. Rob Roegner seconded the motion. The motion carried.

Examination Committee

Roegner reported the Committee did not meet.

Finance Committee

Price reported the Committee met March 26, 2024, via Webex. Hejduk shared the tables below stating that the first table shows revenue coming in for the fiscal year. Hejduk reported the Committee discussed the authorization of \$100,000 to develop an eBook for home inspectors.

Board members and staff discussed a timeline for approving a budget, and what legislative actions are needed regarding charging for an eBook. Roegner motioned to carry forward language to charge for an eBook for the Home Inspector Licensure Board to be added to Senate Bill 166 for legislation. A. Hall seconded the motion. The motion carried.

Type	Unit	Count	Total
Application	\$35	202	\$7,700
Exam	\$80	303	\$24,240
License issue	\$160	171	\$27,360
Renewal	\$160	1,815	\$290,400
Late	\$30	272	\$8,160
Licensing Sub-Total		-	\$357,860
Course Approval	\$150	31	\$4,650
Course Renewal	\$75	174	\$13,050
Per Student Fee	\$5	21,706	\$108,530
Education Sub-Total		-	\$126,230
Grand Total		-	\$484,090

Month	Expenditures	Revenues	Fund Balance
Jul	\$ 23,143.24	\$ 22,805.00	\$ 2,266,300.26
Aug	\$ 64,907.13	\$ 128,060.00	\$ 2,329,791.37
Sep	\$ 90,010.42	\$ 335,205.00	\$ 2,511,833.08
Oct	\$ 114,682.28	\$ 418,000.00	\$ 2,706,725.27
Nov	\$ 137,184.45	\$ 432,690.00	\$ 2,698,913.10
Dec	\$ 158,069.76	\$ 435,320.00	\$ 2,680,657.79
Jan	\$ 183,917.11	\$ 457,325.00	\$ 2,540,046.39
Feb	\$ 211,439.41	\$ 469,530.00	\$ 2,524,729.09
Mar	\$ 213,983.43	\$ 482,240.00	\$ 2,516,266.55
Apr			
May			
Jun			

Roegner shared that OSFM is now independent from the Department of Insurance. The Home Inspector Licensure Board will now see charges for staff salaries deducted from the account. Thirty percent (30%) of Sam Whittington’s salary will be paid from the Home Inspector Licensure Board. Twenty-five percent (25%) of Jeff Griffin’s salary will be paid from the Home Inspector Licensure Board. Bonnie Bentley will stay at twenty percent (20%) salary paid from the Home Inspector Licensure Board.

Legislative Committee

Hejduk reported the reforms for statutes below have not yet been ratified. Roegner reported that Senate Bill 463, and House Bill 850 have been moved to Senate Bill 166.

1. [G.S. 143-151.57](#) Increase home inspector exam fee maximum from \$80 to \$200 to allow contracting out to test administrator. [S463](#), [H850](#) online \$135
2. [G.S. 143-151.49](#) Add new powers and responsibilities to the Board for rulemaking to set requirements for pre-licensing program sponsors and instructors. [S463](#), [H850](#)

Education Committee

Arthur Hall reported the Committee met March 21, 2024. Hall shared Bonnie Gergory was awarded the bid for the mandated update course. William “Bill” Morris shared the following points discussed at Committee.

- FY 2024-2025 Board mandated course RFQ updates
- FY 2024-2025 Board mandated course deliverables and deadlines
- Pre-drywall inspections
- NCHILB handbook RFP (Request for Proposal Updates)

Investigation Review Committee

Hall reported the Committee met on February 22, 2024, and April 8, 2024. Hall motioned to resolve with a consent agreement **1003** Wynne, Roegner seconded the motion. Motion carried. Hall motioned to resolve with a consent agreement **1010** Ellis. Roegner seconded the motion. Motion carried.

Consent Agreement

1003 Wynne #5200 (Yow)

1010 Ellis #4633 (Zeisset)

Hall motioned to dismiss with letter of caution for case **1001** Scialabba. Roegner seconded the motion. The motion carried.

Letter of Caution

1001 Scialabba #3235 (Conlon)

Hall made a motion to dismiss **999** Root, **1013** Hugosson, **1014** Rogers, **1017** Williams, **1020** Polich. Rogner seconded the motion. Motion carried.

Dismiss

999 Root #3724 (Lagerhausen)

1013 Hugosson #5241 (IRC)

1014 Rogers #3320 (Barclay)

1017 Williams #3554 (Manago)

1020Polich #5534 (Duncan)

Hall made a motion to block renewal of case **972** Warrick, if he re-applies and close the case. Roegner seconded the motion. The motion carried.

Other Recommendations to the Board

972 Warrick #5098 (Perry)

Cleary noted to return to the IRC once Spiro case has been concluded.

Standards of Practice Committee

Committee met on March 14, 2024. Morris reported the following items discussed at the Committee meeting.

- Proposed Rule changes.
 - Submittal/feedback
 - Schedule date of delivery to Rules Review Committee
- Pre-drywall inspections
- General Liability rule
- Washington state “Walkthrough” inspections

Cleary stated rules changes are to be discussed during the unfinished business item on the agenda. Morris and Cleary stated the Committee is still discussing the topics of pre-drywall and general liability rules, and that the Board has already decided that Washington state “walkthroughs” are not going to be addressed. Board members and staff to the Board discussed the issue of pre-drywall inspections.

Chair Dye wants the Standards of Practice and Exam Committee to discuss and report on the following questions providing answers at the next scheduled Board meeting July 12, 2024.

1. Look at legislation involving pre-drywall and what if anything needs to be done.
2. What path is needed moving forward? Will pre-drywall be a part of continuing education making all inspectors to be certified or will it be a separate certification on top of licensing?
3. Will pre-drywall be on the exam, or will it need its own exam due to it being a separate certification?

Hall motioned for complaint **903 Spiro #3203** (Kramer) to be resolved with consent agreement. Price motioned the approval for Spiro sit for the NC Home Inspector Licensure exam. Hall seconded the motion.

Roegner stated the motion needs to be tabled so the IRC can motion first. A. Hall motioned that **903 Spiro #3203** (Kramer) be resolved with consent agreement after becoming licensed. Roegner seconded the motion. The motion carried. Price un-tabled the motion to allow Spiro to sit for the exam. Roegner seconded the motion. The motion carried.

Public Comment

Chair Dye spoke for public present asking if home inspections should be submitted for review. Hejduk stated a questions and answers (Q/A) section was available for new inspectors. A request for bid (RFB) can be put out so staff can be hired through Temp Solutions to conduct the reviews

of home inspections. Hejduk will report on a budget for hiring through Temp Solutions at the July 12, 2024, Board meeting.

Annie Dance wanted clarification on “walkthrough” inspections being allowed in North Carolina. Chair Dye stated the clarification will be addressed later.

Unfinished Business

Clery reviewed the process for the Rules Review Commission and shared the packet of highlighted rules returned. Rules Review Attorney Brian Liebman asked for clarification and/or technical changes to rules before seeking Commission approval.

Chair Dye stated if a resolution was found and marked “Done” on the packet the discussion is to move forward with what changes need to be made for the remaining rules.

Board members, public in attendance, and staff to the Board discussed the following rules and added revisions as needed.

Board members and staff to the Board discussed different aspects of 11 NCAC 08.1103.

Chair Dye and Board members agreed to move forward with the clarification for 11 NCAC 08.1103 (b)(1)(C) listed in packet.

Chair Dye and Board members agreed that the statute trumps the question and will move forward standing on statute for 11 NCAC 08.1103 (b)(1)(C) lines 24 and 25 listed in packet.

Chair Dye and Board members agreed to move forward with the clarification for 11 NCAC 08.1103 (c) listed in packet.

Board members and staff to the Board discussed different aspects of 11 NCAC 08.1116.

Chair Dye and Board members agreed to move forward with a draft response including ASHI and other resources where “fidelity” and “fairness” are used for 11 NCAC 08.1116 (a) line 8 listed in packet.

Chair Dye and Board members agreed to move forward with the removal of the word “customary” from 11 NCAC 08.1116 (e) line 24 listed in packet.

Board members and staff to the Board discussed different aspects of 11 NCAC 08.1116.

Price made a motion to remove all text after the word however including the word itself for 11 NCAC 08.1116 line (e) (2). Roegner seconded the motion. Motion carried.

Roegner suggested the following for 11 NCAC 08.1116 (l) line 8: “Shall not engage in use of or shall refuse any permission sought be a software program that seeks permission form the licensee

to use such data or personal information obtained from a home perspective.” Board members agreed to move forward with suggested language.


New Business

Planning session will be scheduled for proposed dates of October 9 through 10, 2024, with an arrival date of October 8, 2024. A request for bid (RFB) for a facilitator has been submitted to the Controller’s office.

Adjournment

Roegner made a motion to adjourn. Price seconded the motion. Motion carried.

Sincerely,

A handwritten signature in black ink that reads "Robert B. Roegner". The signature is written in a cursive style with a large initial 'R'.

Secretary,
N.C. Home Inspector Licensure Board

DRAFT