STATE OF WASHINGTON
DEPARTMENT OF LICENSING
PO Box 9021, Olympia, Washington 98507-9021

HOME INSPECTOR LICENSE ADVISORY BOARD MEETING MINUTES

DATE: March 5, 2015

PLACE: The Olympia Center
Room 102
222 Columbia Street NW
Olympia, WA 98501

CONTACT PERSON: Karen Jarvis, Program Manager
(360)664-6483
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ORDER OF AGENDA: OPEN SESSION

CALL TO ORDER: Karen Jarvis, Program Manager 10:40 a.m.

Board Members present: Patrick Knight, Paul Duffau, Charles Buell, Darrell Marsolais, Rob Jones, Paul Rogers & Hugh Kelso

Staff present: Karen Jarvis, Jerry McDonald, Terry Rodgers, Lona Price, Dolly Casitas, Bill Dutra, Deb Wright

A. Election of Chair: Paul Duffau was unanimously elected.
   - Election of Vice Chair: Hugh Kelso was unanimously elected.
   - Kathleen Drew, Assistant Director of the Business Professions Division was introduced to the board. She gave an overview of the division's budget.
B. Approval of agenda – agenda was approved as presented.
C. Approval of March 3, 2014 minutes were approved as presented.
D. Planning session recap:
   - Staff responsible for key functions of the Home Inspector Program was introduced, and each gave a short overview of the processes they incorporate in their functional area.
   - Sharing of home inspector reports by several potential buyers was discussed and was referred to the changing business practices committee.
   - Discussed course review consistency - referred to the education subcommittee.
   - Discussed live vs. distance education for the fundamentals course – referred to the education subcommittee.
   - Discussed Infrared usage in home inspections – referred to the changing business practices subcommittee.

- Discussed previously drafted rules and suggested rule changes from the program – referred to the rules and standards subcommittee.

E. Vote on 2015 meeting dates – they are as follows:
   - June 4, 2015 North Seattle
   - September 3, 2015 Spokane
   - December 3, 2015 Seatac

F. The following were appointed to subcommittees:
   - Education subcommittee
     - Charles Buell, Chair
     - Patrick Knight
     - Darrell Marsolais
   - Changing Business Practices subcommittee
     - Darrell Marsolais, Chair
     - Paul Duffau
     - Paul Rogers
   - Rules and Standards subcommittee
     - Hugh Kelso, Chair
     - Rob Jones
     - Charles Buell

G. Budget Report: Jerry McDonald gave the board a report on their current budget.

H. Open Forum:
   - A concern was raised that at least two of the newly appointed board members were members of the same national association. This makes the composition over the two members allowed in the same association. Terry Rodgers explained that when the newly appointed board members were interviewed, they had a conversation about that subject. They were willing to not play an active role in the association while serving as a board member.
   - A concern was raised from the audience about the cost of staff and board members going to Spokane for a board meeting. Paul Duffau said that they might be surprised at the turnout the meeting gets in Spokane. He said that other groups he belongs to get a very large turnout when they are in Spokane. He said the board would like to try it and will decide if they are going back after they see what the turnout is at the meeting.

I. The meeting was adjourned at 11:50 a.m.

Submitted by:

Karen Jarvis

Karen Jarvis, Program Manager

June 4, 2015
Date

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