



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

**Home Inspector Advisory Licensing Board
Regular Meeting Minutes**

Date: December 3, 2020

Place: Teleconference

Attendance:

Board Members: Greg Madsen, Kristine Messick, Jordan Howard, Don Hester, Kevin Ratliff, Frank Heidt, Jonathan Ashlock

Members Absent:

Staff: Debra Allen-Bâ, Program Manager; Lona Price, Professional License Manager; Sherry Honeywell, Board Staff

Call to Order:

Chair, Mr. Ratliff called the meeting to order at 2:04 pm.

Approval of Agenda:

Mr. Howard moved to approve the agenda, Mr. Hester seconded. The motion passed unanimously.

Approval of October 7, 2020 meeting minutes:

Minutes for the October 7, 2020 meeting were reviewed. Mr. Hester moved to approve the minutes, Ms. Messick seconded. The motion passed unanimously.

Board Member Introduction: Ms. Allen-Ba introduced Mr. Frank Heidt as the new Home Inspector Board Member. Mr. Heidt provide his experience in fields that pertain to being an inspector.

Board Rules: Ms. Price reminded that each board member is responsible for reading and understanding the board rules, these are located in the board books that were given out at the time of appointment

Education Course Catalog Update – Tim Allen: Mr. Allen discussed the migration of the catalog that has had some issues and the information has been updated. Course searches can now be done on the webpage. Field training is required to be live actual training. No virtual training is allowed per RCW 18.280.077, WAC 308.408-B.080 Mr. Allen stated that if you have knowledge of a provider doing the field training virtual, please send in a complaint to the program. Mr. Ratliff would like staff to send out communication that the provider are aware that it is actual live in the field training. Ms. Allen-Ba stated that the complaint for is on our webpage and is simple to file.

Verbal/Written Report Clarification, Update Definition in the SOP: WAC 308-408C-060 Procedures. Ms. Allen-Ba shared WAC 308-408C-060 for clarification. Ms. Allen-Ba discussed the email that program received and asked the board members for discussion on this question and how it refers to the WAC. Rulemaking is in progress at this time to update language in the Standards of Practice (SOP)

Mr. Ratliff discussed the email from the public about the reports. Ms. Messick discussed the timing of the inspection, time plays in this agreement, the inspection may be done in a certain time period, and several months later the inspection would not be current. Mr. Hester discussed are we protecting the public in the best manner by not selling the 1st report. Mr. Hester stated that it would not be a good service it would open up inspection issues. Jordan Howard discussed the inspection unfairly would take place. Mr. Ratliff stated that the report is the property of the purchaser of the report, and cannot be given out without written permission of the original purchaser.

Other Business:

Meeting dates and times for 2021:

All Executive and Board meetings will take place at 2:00pm.

Executive meeting proposed dates:

1st Thursday of February 4th, May 6th, August 5th, and November 4th

Board meeting proposed dates:

1st Thursday of March 4th (Zoom), June 3rd (Zoom), September 2nd Olympia, and December 2nd (Zoom)

Elect new committee positions in March of 2021

Advertise for the expiring position Mr. Madsen's

Unlicensed Inspectors discussion on consultation pre-consultation, written, verbal consultation. Licensed and unlicensed inspectors are performing inspections verbally. Ms. Allen-Ba discussed the pre consultation not written, anyone could come through a house. Grey area if no report is being given or not.

Verbal and nothing written down, does not need to be a licensed home inspector. If a report is given they need to have pre-inspection agreement before the report. Intent is consumer protection.

SOP needs some clarity, regarding the licensed and unlicensed inspection (verbal)

Active Home Inspectors to date is 1266

Public Comment:

Duane Leopard requested the Education phone number.

Action Items:

Elect new committee positions in March of 2021

Advertise for the upcoming expiring position

Send out a Home Inspector Board book to Frank Heidt

Tim Action Item, reach out to providers about field training needing to be live not virtual

Kristine action item information to Deb

SOP/Consultation

Adjournment:

Mr. Madsen moved to adjourn the meeting at 3:25 am, Mr. Hester seconded. The motion passed unanimously.