



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

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

Date: June 3, 2021

Place: Virtual / Zoom

ZOOM INFORMATION:

Meeting ID: 959 6041 0646

Passcode: 967450

Phone: 253.215.8782

Zoom Meeting Introduction:

Ms. Allen-Ba gave a few reminders before we started about how the Zoom meeting would be held. Ms. Allen-Ba stated that this is a public meeting that any interested party may attend. There will be an opportunity for public comment and participation during the public forum section of the Agenda that will allow any member of the public 3 minutes to speak.

Attendance:

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

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 2:00 pm.

Approval of Agenda:

Mr. Ratliff moved to approve the agenda, Mr. Madsen seconded. The motion passed unanimously.

Approval of December 4, 2020 meeting minutes:

Minutes for the December 4, 2021 meeting were reviewed. Mr. Ratliff moved to approve the minutes, Mr. Madsen seconded. The motion passed unanimously.

Board Positions:

Ms. Allen-Ba gave update information on the 2nd term appointments of Greg Madsen and Jordan Howard have been appointed to the Board.

Board Positions:

Chair - Kevin Ratliff
Vice Chair – Greg Madsen

Sub-Committee Positions:

Executive Committee:

Chair Kevin Ratliff
Vice Chair – Greg Madsen
Member John – Ashlock

Education Committee:

Chair – Kristine Messick
Vice Chair – Don Hester
Member – John Ashlock

Changing Business Practices:

Chair – Kevin Ratliff
Vice Chair – Don Hester
Member – Jordan Howard

All Board Committee Appointments have been unanimously approved.

Mr. Tim Allen, Department of Licensing Education Manager was asked to describe what the duties of the Education Sub-Committee position comprised.

SOP Update:

Taskforce has been on hold due to systems upgrades and the Covid-19 pandemic, Ms. Allen-Ba stated that we will be having an update on the September 3, 2021 Board meeting. Ms. Allen-Ba reported that the Washington State Department of Agriculture (WSDA) had recently inquired about the progress on the SOP rule changes, and were also interested in seeing the rule change work resumed.

National Test Scores:

1. Ms. Allen-Ba presented information on comments received by HI pre-licensing education providers that National Home Inspector Examination (NHIE) is contradictory to Washington SOP's. However, wanted to remind that the reason for providing the NHIE is to align with other state and government organizations to adopt the National standard for minimum competence for home inspection and to protect the consumer and provide confidence in the industry. There may be areas that the National exam may be more in depth than what is required to inspect in Washington SOP's, but all that is required is to follow the state regulations in those incidents. There are also study guides and practice tests available to prepare students for passing the National Exam. (It is important to schedule through PSI portal for both State and National Exam to avoid scheduling for the wrong series)

Mr. Ratliff discussed that the NHIE has some scope elements that need to be taught in the Fundamentals course. Mr. Ratliff stated that the standardization to have a high bar to raise to become a Home Inspector.

Ms. Allen-Ba discussed that the remote learning will not be done in the future, once the direction from the Governor's office has been changed the virtual classroom will be not allowed. She also reiterated that the 40 hours of field training was never changed, and always was required to be in person and never virtually.

Mr. Hester discussed that the in-classroom is a must, to teach to the ability that the students need that interaction to learn.

Mr. Ashlock and Mr. Howard agree that the training should be held in a classroom setting. Mr. Howard, Mr.

Ashlock and Mr. Ratliff agree that the 120 hours of Fundamentals of Home Inspection will need to move back to a classroom setting.

Ms. Messick informed the Board that she had served on the NHIE board, and was able to explain the process for creating the examination questions and how the test was scored.

Other Business:

a. 2020 Year End Stats

Ms. Price gave information on the year end stats for 2020

Ms. Price gave the amount of Active Home Inspectors as of June 3, 2021 (1346)

b. Education update

Mr. Allen gave the update information on the courses, Fundamentals and the Continuing Education. Mr. Allen discussed the course catalog, it will be released in the near future. The catalog has been put on hold due to the new system upgrades.

c. Expired Letter

Ms. Price spoke about how the department sent out letters to all expired Home Inspectors. The response to the letters was positive and that the licensees were thankful that the program had sent out reminders.

Ms. Allen-Ba stated that the program is working to communicate with the industry. We are creating tools for the licensees to process renewals and apply for the Home Inspector licensing. The results were positive for this action.

Public Comment:

Cullen MacKintosh (public) questioned if we have had or are we going to have a Changing Practices Sub-committee (CBP) meeting. Mr. MacKintosh was curious why the WSDA was interested in the Home Inspector SOP changes, and Ms. Allen-Ba informed him it was because of the overlap with the laws/rules for the Structural Pest Inspection and the concern that Home Inspectors may be allowed to overstep licensure where Wood Destroying inspection was concerned. Ms. Allen-Ba stated that she had welcomed the collaboration and input from colleagues at WSDA.

Mr. Ratliff explain that we will start having the CBP meetings again in the near future. The committee meetings had been put on hold due to COVID. When we start having the Changing Business Practice meetings, the meetings will be held to back to back with the SOP Taskforce. Ms. Allen-Ba stated September would be a good time to start working on the committees. Ms. Price stated that the meetings will be set up before the September 2, 2021 board meeting and posted to the website.

Cassandra (Public) Had NAHIE exam questions, wants to know if the Home Inspector program could create our own exam and what would take to be able to have this done. Cassandra stated that some questions did not pertain to Washington Laws. Ms. Allen-Ba stated that the Department does not have the resources to build an exam. Ms. Allen-Ba stated that the NHIE may want to hear concerns or questions.

Ms. Messick stated that some questions do not apply to Washington, but they are on a National level Ms. Messick stated that the questions that do not pertain to Washington are in the Fundamentals of Home Inspection training material that is taught in the course. She stated that they have ample study material that will help a student to pass the exam. The exam has over 200 questions that are asked at random. Robbie smith (public) questioned how many questions on solar power, Mr. Ratliff stated that questions are on a national level and may not pertain to Washington but it is on a National level. These questions are in the Fundamentals Ms. Messick state that SME's (Subject matter experts) write the questions.

Mr. Ratliff questioned when we will meet face to face again, and Ms. Allen-Ba stated that it has not been shared with the division when we will be able to have face to face meetings. Ms. Allen-Ba stated that the September 2021 meeting will be a Zoom meeting and that we may have a public meeting in December 2021.

Action Items:

Set up Changing Business Practice meeting

Set up Education meeting

Set up SOP Task force work group meeting

Fee increase information

Adjournment: 2:58

Mr. Kevin Ratliff moved to adjourn the meeting at 2:58 pm, Mr. Don Hester seconded. The motion passed unanimously.

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