



STATE OF WASHINGTON
DEPARTMENT OF LICENSING
WASHINGTON STATE
HOME INSPECTOR ADVISORY
LICENSING BOARD
REGULAR MEETING MINUTES

DATE: Thursday, March 10, 2022

TIME: 10:00 AM

LOCATION: Video Conference

BOARD MEMBERS PRESENT: **Kevin Ratliff**, Chair
Jordan Howard, Member
Jonathan Ashlock, Member
Greg Madsen, Vice Chair
Don Hester, Member

BOARD MEMBERS ABSENT: **Kristine Messick**, Member

STAFF PRESENT: **Debra Allen-Ba**, Assistant Administrator
Rick Storvick, Administrator
Michael George, Administrator
Lona Price, Licensing Manager
Kimberly Hall, Administrative Assistant
Tim Allen, Management Analyst
Darla Gehrke, Management Analyst

1. Call to Order 10:01

1.1. Introductions

Ms. Hall conducted roll call for all listed board members and staff.

1.2. Order of Agenda

Mr. Madsen made a MOTION to approve the agenda as presented. Mr. Ashlock seconded the MOTION, and it passed.

1.3. Approval of Minutes: December 2, 2021

Mr. Madsen made a MOTION to approve the minutes as presented. Mr. Howard seconded the MOTION, and it passed

1.4. Communication

None.

2. New Business

2.1. Board Position Update

Ms. Allen-Ba reported that Ms. Messick and Mr. Ashlock are reappointed. We currently still have a vacant position on the board. The recruitment will start shortly but has been delayed due to staffing shortage.

3. Old Business

3.1. Review Master Action Items List
Ms. Hall went over action items.

4. Committee/Task Force Reports

None.

5. Department of Licensing Reports

5.1. Program Operations
Ms. Allen-Ba reviewed the licensing reports.

5.2. POLARIS Update

Mr. George provided an update on the system and the suspicious activity that took place. DOL immediately shut the system down and began its investigation with the assistance of the Washington Technology Solutions (WaTech). In addition, DOL retained the services of nationally recognized experts in cyber security and incident response. Law enforcement was also alerted. The investigation is ongoing, and anyone’s data that was impacted has been notified and identity protection offered.

5.3. Legislation
None.

6. Other Business

6.1. Any Other Business
None.

6.2. Action Items from this Meeting
• Subcommittee meeting
• Update SB 5793

6.3. Agenda Items for next meeting
• Virtual Education
• Field Training

7. Public Comment

Mr. Pearson had a question regarding education providers pass/fail rates.

8. Adjournment 10:55

Submitted by: Deb Allen-Ba 6/9/22
Deb Allen-Ba, Assistant Administrator Date

Approved by: Kevin Ratliff 6/9/2022
Kevin Ratliff, Board Chair Date