



State of Arizona
BOARD OF TECHNICAL REGISTRATION

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Roger Skaggs, Home Inspector • Keith Smith, Home Inspector • Paul Staron, Home Inspector
Kent Wilson, Public Member • Michael Kolejka, Architect

MINUTES FOR
HOME INSPECTOR RULES AND STANDARDS COMMITTEE SESSION MEETING

Wednesday, February 8, 2023, beginning at 9:30 a.m.
1110 W. Washington, Board Room 245A
Phoenix, AZ 85007

1. **CALL TO ORDER** – The Committee convened at 9:36 am, adjourned for a break at 10:57 am, reconvened at 11:05 am and adjourned at 12:15 pm.
2. **ROLL CALL**

PRESENT

Paul Staron	Home Inspector Committee Chairman
Keith Smith	Home Inspector Committee Member
Roger Skaggs	Home Inspector Committee Member

VIRTUAL

Kent Wilson	Public Board Member
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ABSENT

Michael Kolejka	Architect Board Member
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BOARD STAFF

Judith Stapley	Executive Director
Kurt Winter	Deputy Director
Hayden Weber	Executive Assistant
Julie Pham	Licensing Manager
Orlene Loera	Enforcement Manager
Scott Donald	Assistant Attorney General (AAG)

3. **CALL TO THE PUBLIC**

Certified home inspector, Dillon Winiecki, appeared before the Committee to speak in support of Arizona adopting continuing education requirements for home inspectors and informed the Committee that the website “Spectora” incorrectly lists that Arizona home inspectors currently have continuing education requirements.

4. **ADOPTION OF MINUTES**

Review, Consideration and Possible Action on the following:

- A. Approve, modify and/or reject HIRSC Regular Session Minutes
 - 1. November 9, 2022 Meeting Minutes

Mr. Smith moved and Mr. Skaggs seconded to approve the minutes as written; motion carried 4-0.

5. REVIEW, DISCUSSION AND POSSIBLE ACTION ON THE FOLLOWING:

- A. Nominate HIRSC chairman

Mr. Smith moved and Mr. Skaggs seconded to appoint Mr. Staron as the new HIRSC Committee Chairman ; motion carried 4-0.

- B. NHIE Update

Mr. Staron reported on NHIE survey results and answered Committee member questions on exam security.

- C. Rule Package Update

Ms. Stapley and Mr. Winter reported that the Arizona Secretary of State has opened the Board's Rulemaking docket to amend A.A.C. R4-30-102, R4-30-247 and R4-30-301.01.

Mr. Skaggs moved and Mr. Smith seconded to recommend to the Board that the public comment period for the Notice of Proposed Rule Changes be 90 days after the publication of the notice; motion carried 4-0.

- D. HIRSC Responsibilities pursuant to ARS 32-111(D)

The Committee reviewed the responsibilities of the HIRSC pursuant to ARS 32-111 (D).

- E. Universal Licensure

The Committee discussed standards and requirements for universal licensure for home inspectors pursuant to A.R.S. §32-4302.

- F. Home Inspector Education: Training, Online Classes and Continuing Education

The Committee discussed training and education standards and requirements for home inspectors pursuant to A.A.C. R4-30-247 and the potential future implementation of continuing education standards for home inspector's Certified home inspector, David Schwartz, appeared virtually for discussion.

- G. Parallel Inspectors: Qualifications and Responsibilities

The Committee discussed qualifications and responsibilities for parallel inspectors pursuant to A.A.C. R4-30-102. AAG Scott Donald was present to provide legal advice. Certified home inspector, David Schwartz, appeared virtually for discussion.

H. Parallel Inspections: Candidate requirements and Ramifications of inadequate training

The Committee discussed requirements to become a parallel inspector and recent issues noticed on parallel inspection reports.

I. EAC Members: Recruitment, Qualifications, Application Evaluations and Investigation Recommendations

The Committee discussed qualifications for becoming an EAC member and the current recruitment process, issues noticed by the Committee concerning the evaluations of applications by EAC members, and reviewed the Board's current investigation requirements pursuant to A.A.C. R4-30-120.

J. Home Inspector Report Checklist Supplement

The Committee discussed updating the current Home Inspector Report Checklist Supplement at a future meeting.

6. AAG TRAINING

AAG Scott Donald discussed the history and structure of the Board, open meeting laws and ramifications of statute and code violations.

7. DIRECTOR'S REPORT

Ms. Stapley reported on licensing and enforcement numbers for home inspectors.

8. FUTURE AGENDA ITEMS

The Committee would like to continue discussion on the statutes and rules package, universal licensure and online course requirements for home inspector registration. The Committee would like a discussion on the Home Inspectors Rules of Conduct.

9. FUTURE MEETINGS – April 12th, 2023, 9:30 a.m.

10. ADJOURNMENT

Mr. Skaggs moved and Mr. Smith seconded to adjourn the meeting at 12:15 pm; motion carried 4-0.

Signed this 12th day of April, 2023



Paul Staron, Acting Chairman



Judith Stapley, Executive Director