

# MINUTES

Arizona State Board of Technical Registration  
1110 W. Washington Street, Suite 240  
Phoenix, Arizona 85007

## HOME INSPECTOR RULES AND STANDARDS COMMITTEE

February 13, 2018 – 9:30 a.m.

1. **CALL TO ORDER** – 9:35am
2. **ROLL CALL** - David Swartz, Jason Madison, Andrew Everroad, Peter Leeds, Paul Staron  
**Staff:** Melissa Cornelius, Patrice Pritzl, Douglas Parlin, Robert Stam, Kurt Winter

3. **CALL TO THE PUBLIC**

No one appeared before the Committee.

4. **ADOPTION OF MINUTES**

Review, Consideration and Possible Action on the following:

- A. Approve, modify and/or reject January 11, 2018 minutes.

Mr. Leeds moved and Mr. Everroad seconded to approve the minutes; motion carried.

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

- A. Legislative updates

Ms. Cornelius reported that SB1045, regarding Home Inspectors acquiring fingerprint clearance cards instead of submitting fingerprints to the Board, unanimously passed through the Arizona Legislative Commerce Committee. Mr. Swartz informed the Committee that only new applicants would be required to apply for a fingerprint clearance card if SB1045 passed. Mr. Leeds asked whether an applicant would require a fingerprint clearance card to apply. Ms. Cornelius answered 'yes', and further stated that the Board would no longer accept fingerprints if SB1045 passed.

Ms. Pritzl reported the following bills were dropped: a bill that would make it easier for the public to sue boards and agencies for failing to follow open meeting laws; a bill that would require all open meetings to be accessible through audio and visual; a bill that would allow Superior Court judges to overturn a Board's

decision; and, a bill that would create a compact amongst member states allowing occupations and professions to work on a temporary license.

Mr. Swartz reported on HB2507 and the possibility that it may affect the home inspector profession.

B. Rules Updates

Ms. Cornelius reported that the Board moved to accept the HIRSC's proposed typographical changes to its notice of rulemaking and moved to file the rules with GRRC. Mr. Swartz asked if there was any additional public comment. Ms. Cornelius answered that the only public comment came from the HIRSC. Mr. Staron asked for clarification regarding 'Peer Reviewers' and "Parallel Inspectors". Committee members explained that the former reviewed applications and the latter inspected homes with new applicants.

C. Revision to EAC severity ratings

Mr. Leeds presented his revised EAC severity ratings. Members questioned the rigidity of the ratings. Mr. Leeds explained that the ratings were flexible. Mr. Everroad suggested changing the title to "EAC Guidelines" to insinuate flexibility. The Committee decided to agenda approval of the rating system for the next meeting.

Mr. Staron asked whether EAC's submitted disciplinary recommendations to the Board. Mr. Parlin answered 'yes' and Mr. Madison stated that EACs submitted recommendations but the Board made the final determination.

D. Qualifications and Compensation for a temporary employee to review applications

The Committee discussed net pay for a temporary employee, whether the Board should pay the temporary employee per hour or per reviewed application, and possible issues regarding the fairness of hiring a temporary employee since unpaid volunteers currently reviewed applications.

Mr. Leeds moved and Mr. Staron seconded to recommend to the Board that it hire an employee through a temporary agency, approved by the HIRSC, when applications were backlogged. The requirements for the employee were as follows: the employee must have completed 250 paid inspections in Arizona, not had any disciplinary actions against them in the last three years, and, were to be paid a net pay of \$25 an hour; motion carried.

E. Financial Assurance Grace Period

After discussing the issue in regards to SB1045 and the responsibilities of a licensee, the Committee decided the issue was moot.

6. **DIRECTOR'S REPORT**

Ms. Cornelius reported that there were currently 19 complaints against home inspectors; there were 821 registered home inspectors and 464 home inspector firms registered in AZ; and, the BTR received 12 new home inspector applications in the month of January.


Mr. Stam reported that professionals could renew online but home inspectors will need to wait until licensees can upload their financial assurance; and, if SB1045 passes, it will greatly expedite the application process for home inspectors.

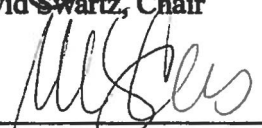
7. **COMMITTEE CHAIRMAN'S REPORT** – Mr. Swartz mentioned to the Committee that Mr. Staron was well informed regarding the home inspector examination and examination process; therefore, the Committee could rely upon him for information in that regard.

8. **FUTURE AGENDA ITEMS** – Revisit 5a, 5b, 5c, review possible temp applicants (letter of interest)

9. **FUTURE MEETINGS** – April 18, 2018 9:30am

10. **ADJOURNMENT** -11:21am

  
\_\_\_\_\_  
David Swartz, Chair

  
\_\_\_\_\_  
Melissa Cornelius, Executive Director