



State of Arizona
BOARD OF TECHNICAL REGISTRATION

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David Swartz, Chairperson/Home Inspector • Peter Leeds, Home Inspector • Paul Staron, Home Inspector
Aaron Green, Public Member • Michael Kolejka, Architect

MINUTES FOR
HOME INSPECTOR RULES AND STANDARDS COMMITTEE SESSION MEETING

Thursday, November 18, 2021, beginning at 9:30 a.m.
1110 W. Washington, Conference Room #240
Phoenix, AZ 85007

1. **CALL TO ORDER** – 9:32am

2. **ROLL CALL**

COMMITTEE MEMBERS PRESENT

David Swartz - Chairperson/Home Inspector
Peter Leeds - Home Inspector
Paul Staron - Home Inspector
Aaron Green, Esq. - Public Member

COMMITTEE MEMBERS ABSENT

Michael Kolejka - Architect

BOARD STAFF PRESENT

Judith Stapley - Executive Director
Kurt Winter - Deputy Director
Julie Pham - Licensing Manager
Douglas Parlin - Enforcement Manager

ASSISTANT ATTORNEY GENERAL PRESENT

Deanie Reh, Esq. was present telephonically

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 September 14, 2021 minutes.

Mr. Staron moved and Mr. Leeds seconded to accept the minutes with one minor correction; motion carried unanimously, 4-0.

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

A. HIRSC Member Terms

Deputy Director Kurt Winter requested clarification regarding when each home inspector member's term expired / would expire. The Committee and Board staff discussed the matter and concluded that Mr. Staron's term expired January 2021 and that Mr. Swartz's term would expire January 2022.

The Committee directed staff to inform the Board's home inspector population via email that two current members' terms are expired or soon to expire and to solicit interest for those wishing to serve.

B. Staff question: Can a guest house/casita/grandma flat be considered a separate residential dwelling unit and be listed separately from the main dwelling on a parallel inspection log to fulfill the requirements of R4-30-247(6)?

Licensing Manager Julie Pham asked whether home inspections of separate structures from the main dwelling on a parallel inspection log could fulfill the requirements of R4-30-247(6). The Committee deliberated.

Mr. Leeds moved and Mr. Staron seconded to clarify that home inspections of separate structures from the main dwelling on a parallel inspection log do not fulfill the requirements of R4-30-247(6); motion carried unanimously, 4-0.

C. 'Parallel Inspector Affidavit' Revision

Deputy Director Kurt Winter presented a revised version of the Parallel Inspector Affidavit for the Committee to consider. Committee members discussed the revised form, alternatives to the current process in which an applicant must submit the notarized affidavit directly to staff, and changes to the language of R4-30-102(2) to adopt a requirement that the a parallel inspector sign a declaration in lieu of an affidavit.

Mr. Green moved and Mr. Staron seconded to direct staff to revise the form per the Committees' discussion and recommendations; motion carried unanimously, 4-0.

D. Home Inspector Standards of Professional Practice Revision (ongoing)

Mr. Staron presented a revised version of the Home Inspector Standards of Professional Practice. Arizona Chapter of ASHI president Roger Skaggs and certified home inspector David Dion were present to participate in the discussion.

The Committee discussed revisions/additions to the following Standards of Practice items: 2.2, 3.2, 5.1, 5.3, 7.3, 8.1, and 8.3.

The Committee also discussed rescinding some Substantive Policy Statements related to Home Inspectors after any changes came into effect.

E. Possible Rules' Revision and Rules Package

The Committee Lost its Quorum. Nothing discussed.

- F. Consider Rescinding Substantive Policy Statements related to Home Inspectors

Discussed under agenda item 5D.

6. DIRECTOR'S REPORT

The Committee Lost its Quorum. Nothing discussed.

- A. Budget
- B. Digitization of Board's Physical Documents
- C. Online Transition
- D. Board Staff Update
- E. Board Composition and Member Update
- F. Licensing Numbers
- G. Enforcement Numbers

7. COMMITTEE CHAIRMAN'S REPORT

Historic Overview of Home Inspector Licensing in Arizona

The Committee Lost its Quorum. Nothing discussed.

8. FUTURE AGENDA ITEMS

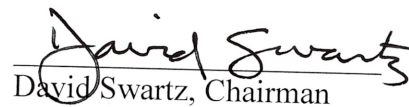
5A, 5C and 5E

9. FUTURE MEETINGS

January 12, 2022

10. ADJOURNMENT

12:13pm


David Swartz, Chairman