





# North Carolina Home Inspector Licensure Board NCHILB

Regular Meeting  
February 26, 2010  
9:00 AM – NOON

# NCHILB Board

- Gerald W. Canipe.....Chairman
- Theodore W. Triebel.....Vice-Chairman
- Chris Noles, PE.....Secretary
- Marion Peeples.....Treasurer
- Tony H. Jarrett
- David G. Jones
- William Talmadge Jones
- T. Larry Summer

# Agenda

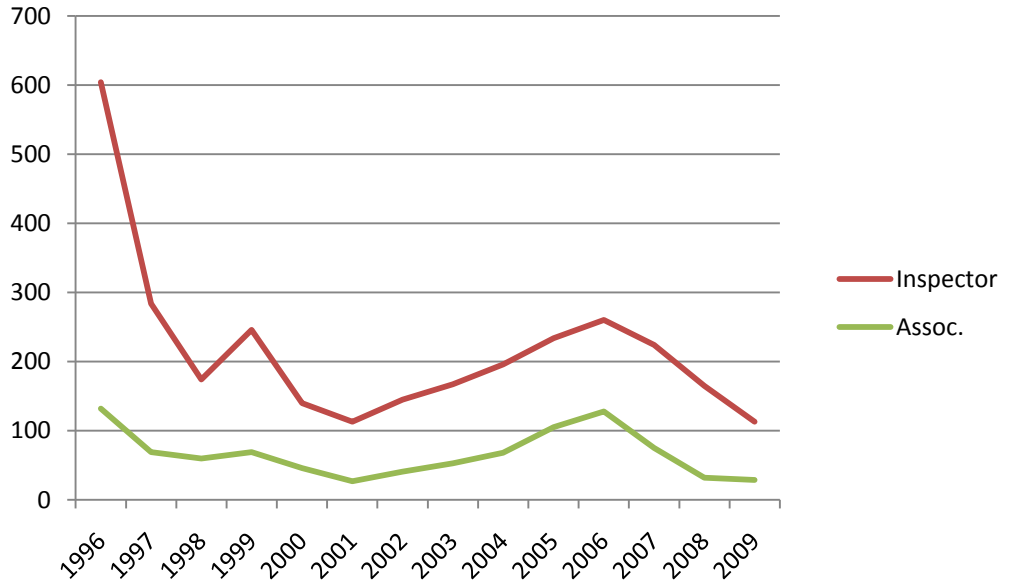
- Chairman Canipe – Opening Remarks
  - Ethics Awareness & Conflict of Interest
  - Changes to Agenda
- Review and Approval of Minutes
  - Regular Meeting:  November 20, 2009
  - Emergency Meeting:  January 14, 2010
- Staff Report

# Staff Report (Director)

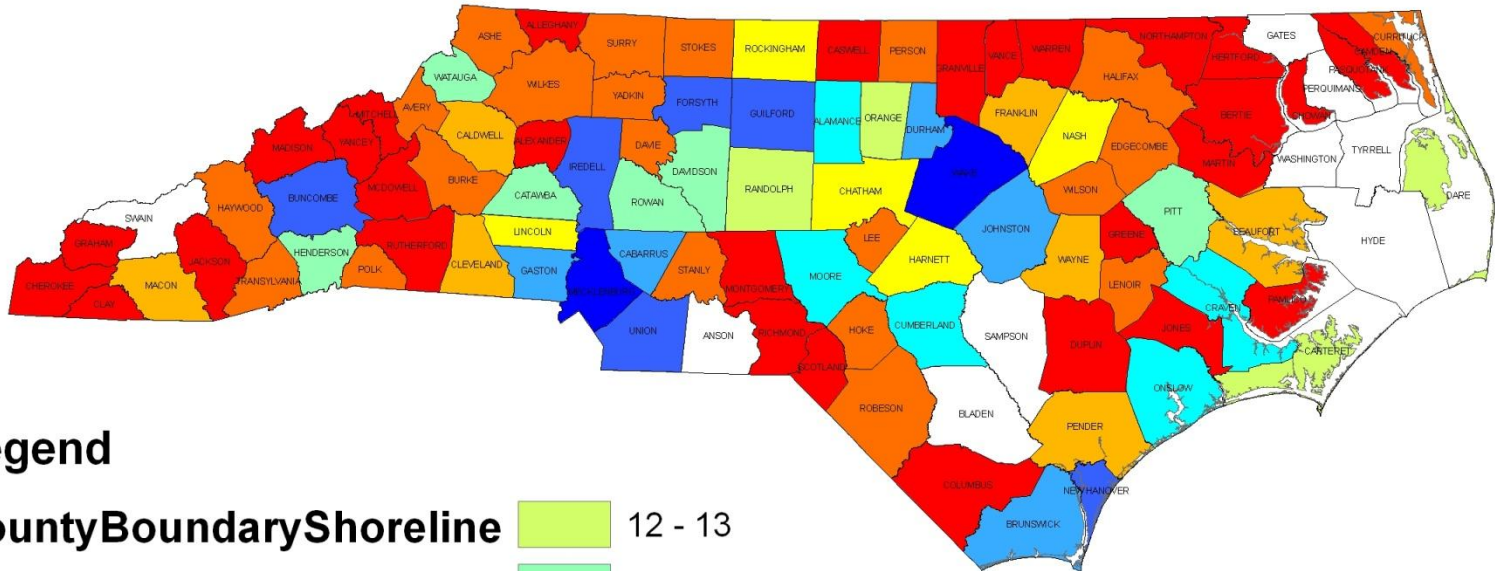
- Strategic Planning (Unfinished Business)
- Performance Management
  - Competence
    - Quantity/Quality: Speed/Accuracy
    - Action Item List
  - Communication
    - website, listserve, newsletter
  - Costs
    - Budget:  $\$350,000/1400$  Licensees =  $\$250$  / licensee
- Contracts

# New Licensees

| Calendar Year | Inspector | Assoc. |
|---------------|-----------|--------|
| 1996          | 604       | 132    |
| 1997          | 284       | 69     |
| 1998          | 174       | 60     |
| 1999          | 246       | 69     |
| 2000          | 140       | 46     |
| 2001          | 113       | 27     |
| 2002          | 145       | 41     |
| 2003          | 167       | 53     |
| 2004          | 196       | 68     |
| 2005          | 234       | 105    |
| 2006          | 260       | 128    |
| 2007          | 224       | 75     |
| 2008          | 165       | 32     |
| 2009          | 113       | 29     |
| 2010          |           |        |



## # Home Inspectors & Associates by County



### Legend

| County Boundary | Shoreline      | NCHILB_inspectors |
|-----------------|----------------|-------------------|
| [Red]           | [Light Green]  | 12 - 13           |
| [Orange]        | [Medium Green] | 14 - 17           |
| [Yellow-Orange] | [Cyan]         | 18 - 24           |
| [Yellow]        | [Blue]         | 25 - 33           |
|                 | [Dark Blue]    | 34 - 55           |
|                 | [Darkest Blue] | 56 - 211          |

# 3 Calendars



# Staff Report (Board Matters)

- 2010 Proposed Schedules
  - Board Meeting
  - Committee Meeting
  - Exam & Review
- Board Member Training
  - Session Law 2009-125 NCGS 93B-5(g)
- Standing Committee Reports



# Agenda

- Public Comment
  - Sign up sheet
  - 45 minutes

# Agenda

- Committee Reports
  - Application Evaluation
  - Examination
  - Finance
  - Legislative
  - Education
  - Standards of Practice/Rules/Interpretations
  - Investigator Advisory
  - Personnel (No Report)

# APPLICATION EVALUATION

Larry Summer

- Equivalent Experience

# EXAMINATION

Marion Peeples

- Outsource Exams DRAFT RFP
  - \$75 per exam
  - Number of exams administered / revenues
  - Exam bank
    - Additional questions
  - Home Inspector: 200 questions
  - Associate Inspector: 100 questions
  - Psychometric evaluation

# FINANCE

## Marion Peeples

- FY 2008/2009 Actual                    \$313,266
- FY 2009/2010 Budget                    \$384,086
  - Revenues (2/1/10)                    \$117,079\*
  - Expenditures                            \$163,779
  - Fund Balance +/-                        \$ (46,700)
- FY 2010/2011 Budget
  - Projected Revenues                    \$313,075
  - Projected Expenditures                \$399,925
  - Fund Balance +/-                        \$ (86,850)

\*Renewal Fee waived License Period 2008-2009

# LEGISLATIVE

Ted Triebel

## 2009 General Assembly

- 2009 Regular Session (adjourned 8/11/09)
  - “Long Session”
  - Session Law 2009-125 House Bill 221
  - Session Law 2009-509 Senate Bill 1007
- 2010 Regular Session (reconvene 5/12/10)
  - “Short Session”

# EDUCATION

William Talmadge (TJ) Jones

- Update Course 2010/2011 Safety Training
- Rule .1326(a)(2) Elective Course Delivery
- NCLHIA Elective Course Appeal
- 16 hr Continuing Education G.S. 143-151.64
- Pre-licensing Course Development
- Home Inspectors / Real Estate Professionals
  - Joint Cont. Ed. Course Development

# STANDARDS OF PRACTICE/RULES

David Jones

- NC General Statutes (changes in law)
- NC Admin Code (changes in agency rules)
- Interpretations
- FAQs
- Recommended Language:
  - Home Inspection Reports / Summary Page



# STANDARDS OF PRACTICE/RULES

David Jones

- NC Administrative Code
  - .1002 Meetings
  - .1004 Equivalent Experience
  - .1103 Purpose and Scope
  - .1104 General Limitations
    - Delete “are visual and”
  - .1116 Code of Ethics
    - Add “A licensee shall not solicit for repairs of systems or components found defective in the course of a home inspection performed by the licensee....”

# STANDARDS OF PRACTICE/RULES

David Jones

- Interpretations
  - Licensee Advertising
- FAQs
  - Licensee Advertising
- Recommended Language
  - Polybutylene Piping revision
  - CSST electrical bonding

# INVESTIGATOR ADVISORY

Marion Peeples

- Complaints
  - Licensees
  - Unlicensed entities
- Investigation Reports
- Consent Agreements
- Disciplinary Hearings
- Audit Program – New Licensees
- Contract Investigator(s)

# Agenda

- Unfinished Business
  - Strategic Planning
  - Photo ID
  - Renewal (waiver)

# Strategic Planning

- Mission Statement (NCGS 143-151.44)

The mission of the NCHILB is to safeguard the public health, safety, and welfare and protect the public from being harmed by unqualified persons by regulating the use of the title “Licensed Home Inspector” and by providing for the licensure and regulation of those who perform home inspections for compensation.

**Accomplished through (3) Program areas:  
License Administration; Education; Discipline**

# NCHILB Priorities

1. Outsource Exams (RFP)
2. Online Renewals (RFP)
3. Pre-licensing Course (RFP)
4. Home Inspection Report Quality
5. Action against unlicensed activity



# Photo ID

- OSFM ID Badge Equipment transferred
- Camera or Scan 2x2 passport photos
- Save image to MS ACCESS database
  - Quote: \$900
- Print Image on License Cards/Photo ID Badges



North Carolina Home  
Inspector Licensure Board



**Michael J Hejduk**  
Home Inspector  
2009 - 2010

## North Carolina Home Inspector Licensure Board



This is to certify that:

in accordance with General Statutes 143-151.51 is licensed to practice as a "Home Inspector" within the State of North Carolina.

License number:

Given this day of:

Valid until:

Chairman, Home Inspector Licensure Board

VOID

## MEMORANDUM

TO: NC Home Inspectors

FROM: NC Home Inspector Licensure Board

SUBJECT: Annual Renewal Card

Attached is a personal identification card verifying that you have paid the annual renewal fee to the NC Home Inspector Licensure Board.

The annual renewal fee of \$150.00 is due by October 1 of each license year.  
Failure to renew by that date will result in a late fee of \$25.00 being added to the annual fee.

# Renewal

- Fee Waiver appeal



# Agenda

- New Business
  - City of Wilson, Fair Housing Workshop
    - April 7 & 8, 2010
  - Equipment Purchases
    - Recording System Software License Upgrade \$2,390
    - Laser printer to replace HP LaserJet 5000N \$2,000
- Adjournment

