



North Carolina  
Home Inspector Licensure Board  
NCHILB

**Public Hearing – Proposed Rules**

**October 11, 2013**

**9:00 AM**

# Proposed Rule Changes

## SECTION .1200 DISCIPLINARY ACTIONS

- .1202 COMPLAINTS
- .1203 BOARD STAFF (repeal)
- .1204 INVESTIGATION
- .1205 DISCIPLINARY HEARING



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## Comment Period ends 10/14/2013

If adopted between 10/15-10/20 – I can file w/ RRC on 10/21 to be heard at the November meeting and if approved - effective date of 12/1/13

If adopted between 10/21-11/19 – I can file w/ RRC on 11/20 to be heard at the December meeting and if approved – effective date 1/1/14

Anything later ( December 20<sup>th</sup>) would, of course, have an effective date of 2/1/14.



# North Carolina Home Inspector Licensure Board NCHILB

**Regular Meeting**  
**October 11, 2013**  
**9:00 AM – NOON**

# Board Members - 2013/2014

- Marion Peeples .....Chairman
- Fred Herndon.....Vice-Chairman
- Chris Noles, PE.....Secretary
- Tony H. Jarrett .....Treasurer
- Gerald Canipe
- Wm. Talmadge Jones
- Joseph Ramsey
- Waverly M. Sawyer

# MEETING AGENDA

**TAB B**

Chairman Peeples :

- Opening Remarks, Changes to Agenda

Vice-Chairman Herndon:

**TAB C**

- Ethics Awareness & Conflict of Interest

Review and Approval of Minutes

**TAB D**

- Regular Meeting: July 12, 2013
- Special Meeting: N/A



# Staff Report: Executive Director

TAB E

## 1. 2013/2014 Priorities

- i. Board Developed Update Course(s)
  - i. Ethics 2014
  - ii. TBD 2015
- ii. Exam Development
- iii. New Licensee report audits



## 2. Performance Management

- i. Action Item list 
- ii. Licensee & Consumer Feedback

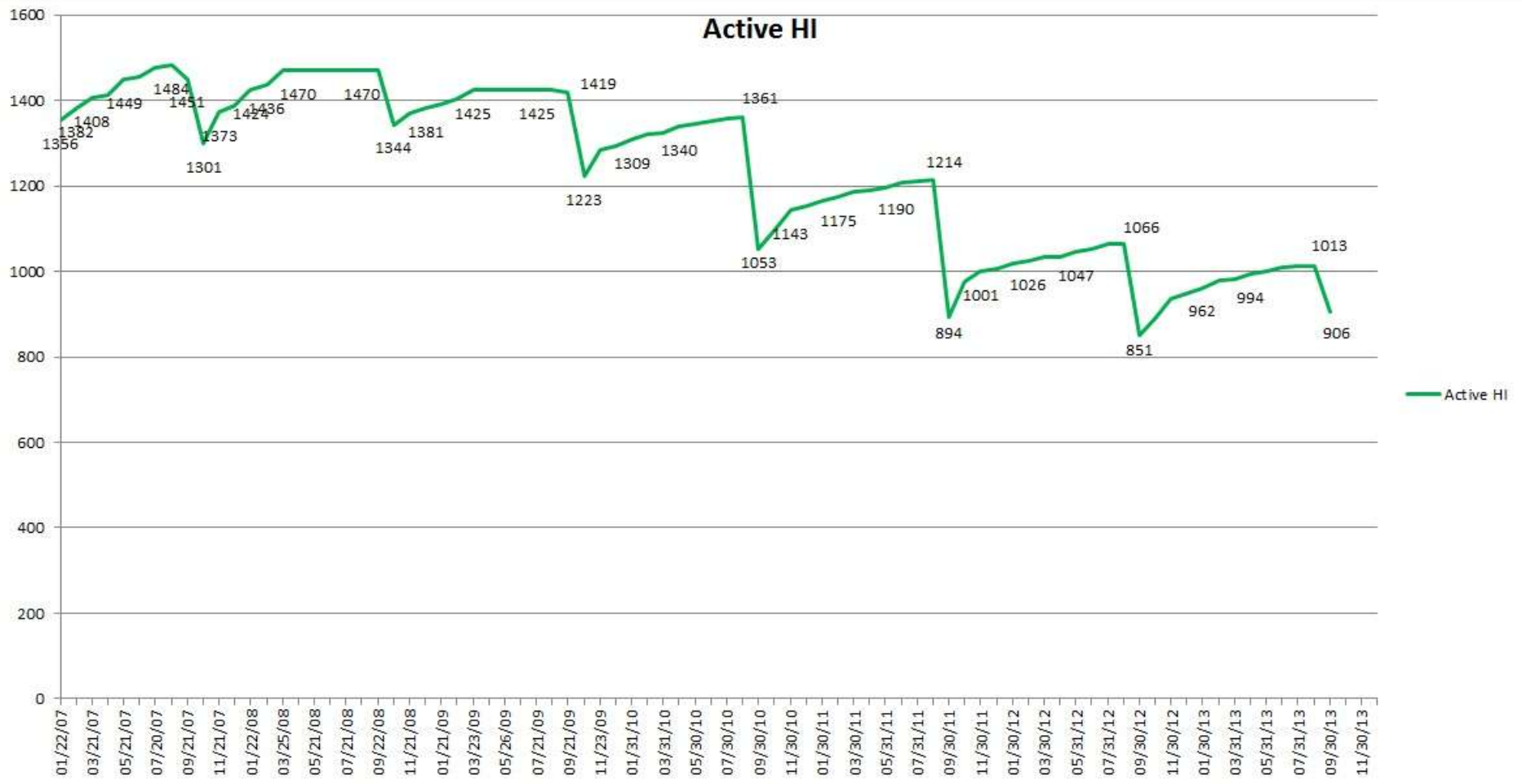
## 3. Contracts – **RFP Audit (5 proposals received)**

## 4. Budget Execution

Proposal Timeframe:

<u>ACTIVITY</u>	<u>DATE/DEADLINE</u>
Issue RFP	Friday, August 30, 2013
Last day to receive written questions	Wednesday, September 11, 2013, 2:00 p.m.
Response to questions posted	Wednesday, September 25, 2013, 5:00 p.m.
Proposal due and public opening	Tuesday, October 8, 2013, 2:00 p.m.
Notification and contract execution	Wednesday, November 20, 2013

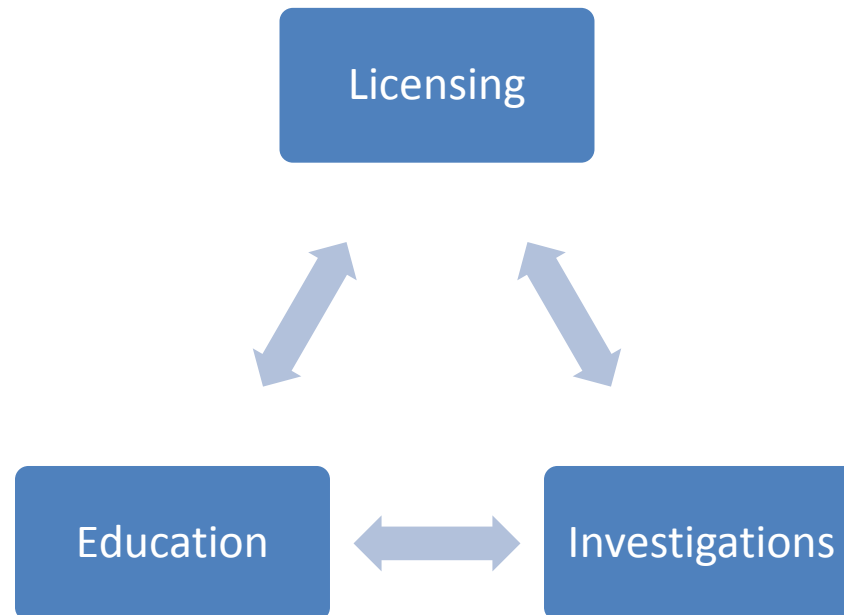
\* This is a tentative schedule which is subject to change.



9/30	1361	1214	1066	1013
10/1	-1058	894	851	906
	<u>303</u>	<u>320</u>	<u>215</u>	<u>107</u>
AVR	1210	1054	959	959

# Staff Reports:

- |                   |                 |              |
|-------------------|-----------------|--------------|
| 1. Licensing      | (T. Tart)       | <b>TAB F</b> |
| 2. Education      | (J. Hollyfield) | <b>TAB G</b> |
| 3. Investigations | (P. Joyner)     | <b>TAB H</b> |





# Licensing

## TAB F

### North Carolina Home Inspector Licensure Board (NCHILB) Monthly Report

This report was compiled with data through: September 30, 2013

#### License Administration (Tart)

	Current Month	2013 Year to Date	2012 Year Ago
Application Approvals	11	149	6
Exams Administered	None	None	None
Exam Review Attendees on September 17, 2013	2	17	5
<b>Home Inspectors</b>			
Active	914		851
Inactive	783		748
Expired	1397		1416
New Licenses Issued:	8	66	1
<b>Associate Home Inspectors</b>			
Active	0		34
Inactive	74		75
Expired	380		342
<b>Miscellaneous Activity</b>			
Phone Calls	792	3,120	427
Visitors	11	76	18

The next examination scheduled by the NC Home Inspector Licensure Board is October 17, 2013. To date, there are 36 individuals registered for this examination.

# Education

**TAB G**

## **2013 Continuing Education Sponsor's Report of Attendance**

Gregory Engineers:

- 339 Inspectors took Seminar Course
- 209 Inspectors took Online Course
- 146 Combination: Online, Seminar, Update Only, Mandatory extra 4 hrs.

694 Inspectors

North Carolina Licensed Home Inspector Association:

- 112 Inspectors took Seminar Course

North Eastern Carolina Home Services:

- 164 Inspectors took Seminar Course

970 Inspectors Completed C.E. for the 2013 Renewal year.

## 2013 Continuing Education Sponsor

### Course Evaluation/Survey Form for Students

North Eastern Home Services Inc.: Provided A Primer for Codes Used in Home Inspections.

164 Total took the class.

The average class size was 20 to 30 inspectors.

Written comments included: The extra 4 hrs. Added to C.E. is pointless.

Recommend reducing the C.E. hours to what it used to be and provide more relevant material.

<https://www.youtube.com/watch?v=KbSPPFYxx3o>

# Investigations

## Tab H

### Investigation Reports [Issue Date]

**523** Cauthen #2376 (Williams) [1/18/13] *sufficient* – Consent Agreement Proposed

**526** Whitfield #2105 (Doran) [2/20/13] *sufficient* – Consent Agreement Proposed

**548** Pinyoun #2258 (Brueck) [4/25/13] *sufficient* – Letter of Caution & Consent Agreement Proposed

### Investigation Reports In-Process / Legal Review (LR)

**556** Conroy #1862 (Parkhurst) – Gastonia (*site visit 6/6/13*)

**559** Adams #1197 (Gerger) – Charlotte

### Site Visits Conducted /Scheduled

**563** Hudson #3169 (Johnson) – Claremont (*site visit 8/28/13*)

### Complaints Received/Assessed/Assigned

**558** Reels #571 (Zimmerman) – Creedmoor (6/7/13)

**560** Rose #198 (Roach) – Salisbury (6/17/13)

**562** Duncan #2235 (Long) – Lenoir (6/27/13) *additional info requested*

**564** Greiner #1136 (Cox) – Charlotte (8/14/13)

**565** Griggs #34 (Monk) – Roxboro (8/15/13)

**566** Morgan #685 (McBane) – Greensboro (8/16/13) *License Expired 9/30/12*

**567** Barker #3210 (Shipwash) – Garner (9/30/13)

**568** Lundy #948 (Martin) – Southport (10/3/13)

# Staff Report: Board Matters

TAB I

1. Calendar: Next meeting Jan. 10, 2014, Raleigh  
*2014 Quarterly Board meetings: Jan 10, Apr. 11, Jul. 11, Oct. 10*
2. Disciplinary Actions: *List*
3. Member Terms: Upton / Canipe
4. Officers / Member Training:
5. By-Laws: N/A

**PUBLIC COMMENT**

**TAB J**



# COMMITTEE REPORTS

# TAB K

- Application Evaluation (Sawyer) **TAB L**
- Examination (Noles) **TAB M**
- Finance (Jarrett) **TAB N**
- Legislative (Jarrett) **TAB O**
- Education (Jones) **TAB P**
- Standards of Practice/Rules (Herndon) **TAB Q**
- Investigation Review (Canipe) **TAB R**
- Personnel (Peeples) **TAB S**
- *New Licensee Report Audit* (Herndon) **TAB T**



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## **UNFINISHED BUSINESS**

**TAB U**

- a. Board Rules .1200 Disciplinary

## **NEW BUSINESS**

**TAB V**

- a. Board Rules .1300 Continuing Education
- b. Swearing in new member: **Harold Upton**
- c. Recognition of service: **Gerald Canipe**

## **CLOSED SESSION (TBD)**

**TAB W**

## **ADJOURNMENT**