



Andy Beshear
GOVERNOR

Jacqueline Coleman
LIEUTENANT GOVERNOR

PUBLIC PROTECTION CABINET

Kentucky Real Estate Authority
Board of Home Inspectors
500 Mero Street, 2NE09
Frankfort, KY 40601
Phone: (502) 564-7760

Ray A. Perry
SECRETARY

DJ Wasson
DEPUTY SECRETARY

November 19, 2024
10:00 A.M. Eastern

BOARD MEETING MINUTES

MEMBERS PRESENT

Jim Chandler
Laura Disney
Joshua Crepps
Ralph Halcomb
Mark Hiten

KENTUCKY DIVISION OF REAL PROPERTY BOARDS

Leah Redden, Board Administrator
Patrick Riley, General Counsel
Seth Branson, Procedures Development Specialist
Gerald Florence, Duty Executive Director
Rene Rogers, Staff Attorney

Call to Order

Member Chandler called a meeting of the Kentucky Board of Home Inspectors ("Board") to order at 10:00 a.m. EST.

Approval of Minutes

Member Hiten made a motion to approve meeting minutes from the September 30, 2024 and October 22, 2024 meetings. Member Crepps seconded the motion. Having all in favor, the motion carried.

KREA Update

Tracy Carroll explains work that is being done for training program for all board members. Gerald Florence informs the board that Terri Hulette has left the commission explains other staff openings.

Licensure Report

Ms. Leah Redden reported that the board currently has 491 active licensees and 25 inactive licensees.

Financial Report

Gerald Florence informed the board the financial report was provided in the board packet for review.

Legal Update

General Counsel Patrick Riley ask the board if the December meeting could all be done on December 16th, 2024.

Member Chandler makes a motion to have the December meeting on December 16th, 2024 the Complaints committee will meet at 9, Application committee will be at 10, Education committee will be at 11 and main meeting will start at 12. Member Crepps seconded. Having all in favor, the motion carried.

Application Committee Report

Member Hiten made a motion for approval of the initial applications of S.O., W.B., D.B. and J.B. Member Chandler seconded the motion. Having all in favor, the motion carried.

Member Hiten made a motion to approve the renewals of J.B., M.C., C.B., B.B., L.C., J.S., D.R., W.M., S.W., G.T., S.K., J.M., K.K., B.J., E.C., M.N., S.Z., D.P., R.M., T.R., J.C., Q.S., and T.J. Member Chandler seconded the motion. Having all in favor, the motion carried.

Member Chandler made a motion for deferral of the renewal applications C.H. Member Hiten seconded the motion. Having all in favor, motion carried.

Education Committee Report

Member Halcomb made a motion for approval of the continuing education course applications of McKissock and American Society of Home Inspectors. The motion was seconded by Member Hiten. Having all in favor, the motion carried.

Member Halcomb made a motion that Pillar to Post be approved. The motion was seconded by Member Hiten. Having all in favor, the motion carried.

Complaint Committee Report

Member Chandler made a motion for dismissal of 24-KBHI-001, 24-KBHI-005 and 24-KBHI-006. The motion was seconded by Member Hiten. Having all in favor, the motion carried.

Closed Session

Member Hiten makes a motion to enter closed session at 10:25 a.m. EST. Member Disney seconded. Having all in favor, the motion carried.

Reconvene in Open Session

Member Hiten motions to reconvene in open session at 10:25 a.m. EST. Member Disney seconded. Having all in favor, the motion carried.

Member Chandler makes a motion that D.T. will be granted an extension until January 31st, 2025. Member Hiten seconded. Having all in favor, the motion carried.

Member Chandler makes a motion deny request of R.B. Member Disney seconded. Having all in favor, the motion carried.

Member Hiten made a motion to approve the meeting schedule for 2025 and switch December 23rd date to December 15th. Member Crepps seconded. Having all in favor, the motion carried.

New Business

Member Chandler appoints Member Disney to the Complaints committee.

Public Comments

No Public Comments.

Motion to Approve Timesheets

Member Hiten made a motion to approve travel expenditures and per diem for ARC and CRC Meetings November 18. Seconded by member Crepps. Having all in favor, the motion carried.

Member Hiten made a motion to approve travel expenditures and per diem for ERC and Main meetings on November 19,2024. Seconded by Member Crepps. Having all in favor, the motion carried.

Meeting Adjournment

With no further business to discuss, Member Hiten made a motion to adjourn at 10:35 p.m. EST. Member Disney seconded the motion. Having all in favor, the meeting adjourned.

Pursuant to KRS 324B.060, I, Tracy Carroll,
Executive Director for the Kentucky Division of Real Property Boards
Kentucky Board of Home Inspectors,
have reviewed and Approved the expenditures for the meeting of the
Kentucky Board of Home Inspectors (the Board) held on
November 19, 2024. This Approval is based upon my review of the
expenditures as described in the minutes and in greater detail as on file with
the KREA. I did not review, nor did I participate in discussions,
deliberations, or decisions regarding the actions taken by the Commission at
this meeting related to individual disciplinary matters, investigations, or
applicant reviews.

The Commission approved the minutes of its meeting at its meeting held on

December 16, 2024

Tracy Carroll

Today's Date: 1/8/2025