



Andy Beshear
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PUBLIC PROTECTION CABINET
Kentucky Division of Real Property Boards
Kentucky Board of Home Inspectors

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Frankfort, KY 40601

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October 28, 2025
10:30 A.M.

Kentucky Board of Home Inspectors
Board Meeting Minutes

A meeting of the Kentucky Board of Home Inspectors was held on October 28, 2025, at the Mayo-Underwood Building, Frankfort, KY 40601, Hearing Room 133CE, and by videoconference via MS Teams.

Members Present

Mark Hiten
James Chandler
Josh Crepps
Laura Disney
Ralph Halcomb

Staff Present

Gerald Florence, Deputy Director
Patrick Riley, General Counsel
Danielle Haddad, Staff Attorney III
Leah Redden, Administrative Coordinator
Seth Branson, Procedural Development Specialist II

Call to Order

Member Hiten called the meeting of the Kentucky Board of Home Inspectors to order at 10:30 a.m. ET. Roll call was taken and a quorum was established.



Approval of Minutes

Member Chandler moved to approve the September 23, 2025, meeting minutes as presented. Member Disney seconded the motion. Having all in favor, the motion carried.

Licensure Report

Leah Redden reported that the board currently has 537 active licensees and 12 inactive licensees.

Division of Real Property Boards Update

Gerald Florence gave updates about the vacant paralegal position and a recent ARELLO Investigator Conference.

Financial Report

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

Legal Update

Patrick Riley informed board they would receive the legal update at the regulation review during the afternoon regulatory review session.

Licensure Report

Leah Redden reported that the board currently has 537 active licensees and 12 inactive licensees.

Application Committee Report

Member Hiten made a motion to approve initial applications of A.H., R.R, R.V., J.C., J.H., M.H., T.W., R.B.R, A.F., J.T., M.C., and X.P. Member Crepps seconded the motion. Having all in favor, the motion carried.

Education Committee Report

Member Halcomb made a motion to approve American Society of Home Inspectors, American Home Inspector Training, and Home Inspector University. Member Chandler seconded the motion. Having all in favor, the motion carried.

Complaint Committee Report

Member Chandler made a motion to dismiss 25-KBHI-005. Member Crepps seconded the motion. Having all in favor, the motion carried.

Member Chandler made a motion to request a response for 25-KBHI-006. Member Disney seconded the motion. Having all in favor, the motion carried.

Closed Session

No Closed Session.



New Business

Member Chandler made a motion to send eight (8) board members and staff to the American Society of Home Inspectors conference in February 2026. Member Halcomb seconded to motion. Having all in favor, the motion carried.

Member Disney made a motion for recess at 10:42 a.m. ET until 1:00 p.m ET, at which time the regulatory review session would occur. Member Chandler seconded the motion. Having all in favor, the motion carried.

Member Chandler made a motion to reconvene at 1:00 p.m. ET. Member Crepps seconded the motion. Having all in favor, the motion carried.

Regulation Review

General Counsel Patrick Riley led the review of 831 KAR 2:040 with input from the board. There was discussion regarding the inclusion of certification from the Kentucky Commission on Proprietary Education; synchronous/asynchronous courses, biometric screening, and measures to confirm learning; the ability to audit providers, instructors, and courses; and the statutory authority underscoring each regulatory review item. Member Disney stated that there was a real need for “accessibility” in options for education. Member Crepps discussed the potential requirement of online submission for all KBHI application, renewal, and education documents.

Approval Per Diem

Member Crepps made a motion to approve the per diem and travel expenses for the October 28, 2025, ARC, CRC, ERC, and Main Meetings. Member Chandler seconded the motion. Having all in favor, the motion carried.

Meeting Adjournment

Member Chandler moved to adjourn the meeting at 2:22 p.m. ET. Member Disney seconded the motion. Having all in favor, the meeting adjourned.

Next KBHI meeting will be held:

November 17, 2025

Pursuant to KRS 324B.060, I, Tracy Carroll, Executive Director for the Kentucky Real Estate Authority (KREA) and Division of Real Property Boards have reviewed and Approved the expenditures for the meeting of the Kentucky Board of Home Inspectors (the Board) held on October 28, 2025. 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
November 17, 2025

Date: _____