

# STATE OF CONNECTICUT

## HOME INSPECTION LICENSING BOARD

TEL. NO. (860) 713-6135

-MINUTES-

AUGUST 28, 2013

The Connecticut Home Inspection Licensing Board held a meeting on Wednesday, August 28, 2013 which was called to order at 9:49 A.M. in Room 117 of the State Office Building, 165 Capitol Avenue, Hartford, CT 06106.

Board Members Present: Richard J. Kobylenski (*Home Inspector*)  
Bruce D. Schaefer (*Home Inspector*)  
William Stanley, Jr. (*Home Inspector*)  
Lawrence R. Willette (*Home Inspector*)

Board Members Not Present: Eric Curtis (*Public Member*)  
James J. O'Neill (*Public Member*)  
Daniel Scott (*Public Member*)  
David B. Sherwood (*Home Inspector*)

Board Member Vacancies: None.

Board Counsel: Not present, as requested.

DCP Staff Present: Robert M. Kuzmich, Department of Consumer Protection  
Richard M. Hurlburt, Department of Consumer Protection  
Vicky Bullock, Department of Consumer Protection

Others Present: None.

*Note: The administrative functions of the Boards, Commissions, and Councils are carried out by the Department of Consumer Protection, Occupational and Professional Licensing Division. For information, contact Richard M. Hurlburt, Director, at (860) 713-6135 or Fax (860)-706-1255.*

**Agency Website:** [www.ct.gov/dcp](http://www.ct.gov/dcp)

**Division E-Mail:** [dcp.occupationalprofessional@ct.gov](mailto:dcp.occupationalprofessional@ct.gov)

**1. Call to order:** by Chairman.

Mr. Stanley called the meeting to order at 9:49 AM. With the arrival of Mr. Willette, the Board now has a quorum and is able to conduct official business.

**2. Review of minutes of the May 22, 2013 meeting the Board.**

**3. Comments or Concerns of Any Person Present Today.**

No one scheduled before the Board today. In addition, there were no additional requests from anyone present at today's meeting.

**4. Review of Final Decisions and Orders:**

None before the Board today.

**5. Applications for review:**

None before the Board today.

**6. Applicants appearing before the Board:**

None before the Board today.

**7. Formal Hearings to be held:**

None before the Board today.

**8. Old Business**

**(A) Continuation of Discussion concerning the Home Inspector Licensing Examination.**

1. Letter dated July 9, 2013 from Mr. Walter Perry, Executive Director, EBPHI.

Discussion on this letter is included below.

## 2. National Home Inspector Examination Policies Procedures Content documentation.

The Board acknowledged that this organization and its examination is very thorough and has been in existence in excess of thirty years. Mr. Stanley noted that although this examination contains some regional test questions that may not be applicable to Connecticut Home Inspectors, the weight of these questions in the grading process would not have a significant outcome on the overall examination score

Mr. Stanley asked how this examination would be put into effect should the Board vote to do so and it was suggested that a representative from the Commissioner's Office, if not the Commissioner himself, should be present at the presentation of this examination so that if it is implemented, the Department is up-to-date on the details of the same. Mr. Stanley offered to arrange to have Mr. Walter Perry, from the National Home Inspector Examination (EBPHI) make a presentation to the Board on the examination itself. After more discussion, it was decided to have Mr. Perry present to the Board at their November 27, 2013 Regular Board Meeting. Mr. Hurlburt concurred and Mr. Stanley will make the arrangements.

Mr. Stanley discussed some of the advantages to having the National Home Inspector Examination in place as well as some of the issues that the Board faces with their current examination. A notable advantages of this examination is its' wide acceptance by other States should Connecticut Home Inspectors obtain licenses in other States. A disadvantage of the examination is a significant cost increase to the candidate of approximately two hundred dollars. The Board discussed advertising the possibility of implementing this examination in their association newsletters but decided to wait until after Mr. Perry's presentation to the Board.

## **9. New Business**

(A) Information concerning the Continuing Education School Providers and Continuing Education Courses for the license period expiring June 30, 2013; for the Board's information. Mr. Kuzmich stated that these databases represent list from the various continuing education providers and PSI of the Home Inspectors who have participated in continuing education programs. It was noted that all continuing education providers must register with PSI, the Department's Test Vendor, and report each of their students to them for to establish a record of their continuing education activity. The Department will conduct a one hundred percent audit of all currently licensed Connecticut Home Inspectors. It was also noted that the current list from PSI does not reflect all the Home Inspectors licensed in the State who have taken continuing education.

(B) Home Inspection Course Application for Pre-Licensing;

*Courses:           Pre-Licensing Home Inspection*

*School:            New England School of Home Inspection  
                      154 Overbrook Drive  
                      Stamford, CT 06906*

*School  
Location:         Belltown Fire Department Community Hall  
                      8 Dorlen Road  
                      Stamford, CT 06905*

Mr. Kobylenski and Mr. Schaefer volunteered to review this school's submission on behalf of the Board. Mr. Schaefer suggested this Board requires a full submission of this provider's school curriculum including full sets of their textbooks. The Board agreed that a full submission is required in order to complete their review. Although this provider was approved in the past by this Board while operating under a different school name, the Board needs copy of their up-to-date curriculum to ensure nothing has changed from the past curriculum. Mr. Kuzmich will notify the provider of the Board's directive.

(C) Proposed changes to the Regulation for Home Inspection; for the Board's review and discussion. Mr. Hurlburt updated the Board on these changes stating that the wording shown in the Board's agenda package represents the language necessary to eliminate the law to eliminate the licensing law and regulation module from the continuing education mandate. However, Mr. Hurlburt reported that the Department's staff believes that the existing language in the Regulation, as written, will allow the Board to simply vote on a policy to clarify whether or not the law module will be required or not for a particular licensing period. Mr. Hurlburt detailed the Department's interpretation of this language for the Board edification

As such Mr. Schaefer made a motion stating that the current licensing period will not require a licensing law module and consist of other areas of home inspection as detailed in the Regulation. The motion was seconded by Mr. Kobylenski and carried unanimously. The exact language of this change will be reviewed and approved by the Board at a later date.

## **10. Other Business**

### **A. Any correspondence and/or business received in the interim.**

1. The Board received a Complaint Report from the Department's Trade Practices Division and reviewed the same.

## **11. Comments or Concerns of Any Person Present Today.**

No one scheduled before the Board today. In addition, there were no additional requests from anyone present at today's meeting.

*The meeting adjourned at 10:18 AM. (Willette/Kobylenski)*

***Note: the next regular meeting of the Board is scheduled for November 20, 2013 beginning at 9:30 AM in Room No. 117 of the State Office Building, 165 Capitol Avenue, Hartford, Connecticut.***

Respectfully submitted,

Robert M. Kuzmich, R.A.  
License and Applications Specialist