

MINUTES
CONNECTICUT HOME INSPECTION LICENSING BOARD
165 CAPITOL AVENUE
HARTFORD, CONNECTICUT 06106

NOVEMBER 8, 2007

The Connecticut Home Inspection Licensing Board met on Thursday, November 8, 2007 at 9:31 A.M. in Room 117 of the State Office Building, 165 Capitol Avenue, Hartford, CT 06106.

Board Members Present: Bernard F. Caliendo, Chairman (*Home Inspector*)
Eric Curtis, (Public Member)
Richard J. Kobylenski (*Home Inspector*)
Bruce D. Schaefer (*Home Inspector*)
William Stanley, Jr. (*Home Inspector*)
Lawrence R. Willette (*Home Inspector*)

Board Members
Not Present: Susan A. Connors, Esq. (*Public Member*)

Board Member Vacancies: One *Public Member*

Board Counsel: Not Present

DCP Staff Present: Robert M. Kuzmich, License and Applications
Specialist
Richard M Hurlburt, Director
Occupational & Professional Licensing
Lynn Fiore, Administrative Hearings Attorney

Others Present: None

Note: The administrative functions of this Board are carried out by the Department of Consumer Protection, Occupational and Professional Licensing Division. For information, call Richard M. Hurlburt, Director, at (860) 713-6135.

1. Call to order by Chairman Bernie Caliendo.

Mr. Caliendo called the meeting to order at 9:31 AM.

2. Review of minutes of the September 6, 2007 meeting of the Board. Mr. Willette noted the following amendment to the minutes; on page four; last paragraph, last line; after the word, "education", delete the words "until after the Department audit has been completed." and substitute "until the Department supplies additional information regarding surrounding States continuing education requirements". After a thorough review, *the Board voted, unanimously, to accept the minutes as amended herein. (Schaefer/Stanley)*

3. Review of Final Decisions and Orders.

Chairman Bernie Caliendo acknowledged that there are none before the Board today.

4. Applications for review.

Chairman Bernie Caliendo acknowledged that there are no applications before the Board today.

5. Applicants appearing before the Board.

Chairman Bernie Caliendo acknowledged that there are no applicants appearing before the Board today.

6. Formal Hearings to be held.

Mr. Caliendo noted that there are no Formal Hearings scheduled for today's meeting.

7. Old Business

A. Report from Mr. Kuzmich regarding correspondence sent to the below

applicant concerning additional information requested by the Board at their last meeting;

Course: Home Inspection Course

School: American Academy of Advanced Education
1133 Broadway, Suite 706
New York, NY 10010

Mr. Kuzmich reported that at the last meeting, the Board asked that the Department send this school a letter for further information regarding text and lecture guidelines supplied to the students for the course. If the course is taught exclusively from Power Point presentations, the Board asked that CD and/or DVD's should be supplied to the Board. Further, the letter stated that the program is missing the mandatory course module in Connecticut Law and Regulations pertaining to the Home Inspection Licensing Profession.

Mr. Kuzmich sent the letter as requested and the letter came back from the Post Office marked "No such person or Company". He also tried to telephone the school and was told that their telephone number was disconnected. In addition, Mr. Kuzmich was also unable to find the school on the internet. As far as the Department is concerned they appear to be out of business.

As such the Board tabled further action on this application until the applicant makes contact with the Department.

B. Additional Course material received as a part of the Home Inspection Course Application for Pre-Licensing;

Course: -National Online Home Inspection Course

School: Kaplan Professional Schools Inspection Training Associates
1050 Los Vallecitos Boulevard Suite 109
San Marcos, California 92069

Mr. Kuzmich stated the Department received a letter and additional course material. The material included actual hard copies of the text in the format of what students receive when they enroll in the program, confirmed the location of the company's main office, and stated that information regarding the mandatory course module in Laws and Regulations pertaining to the Home Inspection licensing profession in Connecticut will be forthcoming shortly.

Mr. Stanley and Mr. Schaefer will review this information on behalf of the Board. It was noted by Mr. Stanley that this submission is still missing the Connecticut Law Module. After brief discussion, Mr. Stanley and Mr. Schaefer will review the material received today and Mr. Kuzmich will forward additional material received from the applicant to them as soon as it is received. In addition, Mr. Kuzmich will e-mail all Board members the Pre-Licensing School Review Checklist for their use.

C. Continuation of discussion regarding Continuing Education requirements for Home Inspectors. Mr. Caliendo reiterated his previous commitment to raising the continuing education requirement for licenses as well as requiring continuing education for Interns and prorating the continuing education requirement for newly licensed individuals. Mr. Stanley distributed copies of a spreadsheet from ASHI on CE requirements for other States. He noted that most States require more CEU's than Connecticut although there are a few that require less. Mr. Caliendo suggested focusing on surrounding States since it may be more likely for Connecticut licensees to seek licenses in the same. Mr. Stanley noted he is in favor of increasing the CEU requirement and eliminate the requirement for the Law course since it is basically very repetitive and in its place, substitute three credits of real education.

In summary, the Board is asking for twenty four (24) hours of continuing education with no law module which represents a real gain of 7 hours of effective training. Regarding prorating of CEU's for initial licensees, the Board decided on the following schedule;

- 1.) Licensed with 24 to 18 months remaining in the 2-year license period; 24 credits required.
- 2.) Licensed with 18 to 12 months remaining in the 2 year license period; 18 credits required.
- 3.) Licensed with 12 to 6 months remaining in the 2-year license period; 12 credits required.
- 4.) Licensed with 6 months or less remaining in the 2-year license period; no credits required.

It was again noted that this requirement shall be applicable to all Interns as well, since it is possible for a person to remain an Intern indefinitely and that the pre-licensing program they take as a part of their Intern training does not effectively cover the constantly changing home inspection profession. If this

proposal passes all the legislative processes, it will take effect beginning July 1, 2009.

The Board further discussed CEU requirements for Interns. The suggestion was made by Mr. Hurlburt to have Interns renew annually. He stated that at the one year renewal mark, the CEU requirement could become effective possibly at the rate of 12 CEU's per year and allows for their pre-licensing course to, in effective, be a substitute for their CEU requirement for their first year of registration. Adoption of these changes will allow the Department to more closely monitor Interns. It was noted that this change would be statutory if pursued by the Board and will hopefully weed out individuals who are not practicing in the profession by making them accountable by their participation in the CEU program. Mr. Stanley noted the requirement for biennial renewal of licenses is in the Statutes and Intern permit requirements are in the Regulations thereby making the change of Intern Permit registration periods from two years to one year a Regulation change.

In conclusion, Mr. Kobylenski first motioned to change the Intern Permit Renewal Period to one year and requiring 12 hours of continuing education after the first renewal of the permit for each annual renewal thereafter. Mr. Curtis seconded the motion. The motion carried unanimously. (It was noted that the Department will subsequently determine the Intern Permit fee for this new renewal period.)

Mr. Caliendo first motioned that continuing education be increased to twenty four (24) hours for all licensed Home Inspectors with a prorating for first time licensees of 24 hours for months 24 to 18; 18 hours for months 17 to 12; 12 hours for months 11 to 6; and no continuing education required from 5 months or less until the next renewal. Further, the Connecticut Law module shall be deleted as a required 3 hour course effective July 1, 2009. Mr. Kobylenski seconded the motion. The motion carried unanimously.

D. Update from the Department of Consumer Protection regarding the audit of Home Inspector license renewals submitted for the 2007-2009 license period for compliance with continuing education credits earned between July 1, 2005 and June 30, 2007. It was noted by Mr. Kuzmich that the Department mailed 394 Audit letters on November 6, 2007. He showed the Board a sample of the letter that was mailed. The letter's content was reviewed, in detail, by the Board discussing various scenarios that licensee's may encounter or, in fact, be in.

E. Workshop dates with PSI for Examination review; a work-shop will be held **on one** of the following tentative dates; December 11th, 12th or 13th of 2007. Mr. Hurlburt distributed the schedule of PSI Examination Workshops on which the

Home Inspector Examination Workshop is scheduled for Wednesday, December 12, 2007 at an assumed time of 8:00 AM to be held at the *East Hartford Holiday Inn*.

F. Continuation of discussion concerning the potential for an Errors and Omissions Insurance requirement for Connecticut Home Inspectors. Mr. Kuzmich noted that a subcommittee was form consisting of Mr. Schaefer and Ms. Connors to present the Board with further information on this subject. Mr. Schaefer noted that he and Ms. Connors reviewed 60 cases occurring over an extended period of time of which 20 were immediately dismissed. Mr. Schaefer stated that in Ms. Connors opinion based upon these case statistics and results that she heard, she can not see anything changes warranted at this time. Ms. Connors wanted to make clear that she is still in favor of this potential requirement especially from a consumer's standpoint.

Mr. Schaefer discussed this topic with other Home Inspectors and their concern was that there might be a potential for Insurance Industry to take advantage of Home Inspectors. He stressed that Ms. Connors would like the opportunity to discuss this matter, personally, with the Board. *As such the Board tabled further discussion on this matter.*

8. New Business

A. Swearing-in of Mr. Lawrence R. Willette as a newly appointed Professional Member of the Home Inspection Licensing Board. Department Attorney Lynne Fiore swore in new Board Member Lawrence R. Willette. Both staff and fellow Board Members welcomed Mr. Willette and look forward to working with him in the future.

B. Letter from the Department of Consumer Protection, dated October 12, 2007, to American Contractors Education Services. Mr. Kuzmich noted this correspondence which was in the Board's meeting package. He noted that to date, the Department has not heard back from this company.

C. Update from Consumer Protection Trade Practices Division regarding any Home Inspection Licensing Board matters. Mr. Kuzmich noted that he E-Mailed the meeting package to the Board's Investigator noting the opportunity to bring any appropriate matters before the Board today. The Investigator was not present at today's meeting.

D. Legislative update from Consumer Protection Legal Division regarding any Home Inspection issues. Mr. Caliendo referenced a letter he received this week

from the Department stating that the Well Water regulations were moving forward.

9. Other Business

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

1. In response to a question from Mr. Caliendo regarding the letter discussed by the Board at their last meeting concerning Mr. John H. Finnell, II, Mr. Kuzmich noted that he has not heard back from this person.
2. Mr. Kobylenski noted that he has heard from various sources that there are Interns practicing in the profession without any supervision. He asked if the Board can require an inspection log submitted by the Intern upon each renewal of their Intern Permit to ensure that they are being supervised by a licensee.

After extensive discussion, it was noted the Department will review their renewal procedures for Interns to address this concern taking into account various suggestions from Board Members.

NEXT BOARD MEETING DATE: FEBRUARY 7, 2008

The meeting adjourned at 10:47 AM. (Stanley/Kobylenski)

Note: the next regular meeting of the Board is scheduled for February 7, 2008 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