



**STATE OF CONNECTICUT**  
**HOME INSPECTION LICENSING BOARD**

TEL. NO. (860) 713-6135

-MINUTES-

**NOVEMBER 1, 2012**

The Connecticut Home Inspection Licensing Board held a meeting on Thursday, November 1, 2012 which was called to order at 9:40 A.M. in Room 117 of the State Office Building, 165 Capitol Avenue, Hartford, CT 06106.

Board Members Present: Eric Curtis (*Public Member*)  
Richard J. Kobylenski (*Home Inspector*)  
James J. O'Neill (*Public Member*) (Participation by telephone)  
Daniel Scott (*Public Member*)  
David B. Sherwood (*Home Inspector*)  
William Stanley, Jr. (*Home Inspector*)

Board Members Not Present: Bruce D. Schaefer (*Home Inspector*)  
Lawrence R. Willette (*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:

*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)

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**1. Call to order: by Chairman.** The meeting was called to order by Chairman William Stanley, Jr. at 9:40 AM.

**2. Review of minutes of the May 3, 2012 meeting the Board.** After a thorough review, the Board voted to approve the minutes as submitted. (O'Neill/Kobylenski)

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

None before the Board today.

**4. Applications for review:**

None before the Board today.

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

None before the Board today.

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

None before the Board today.

**7. Old Business**

No items were discussed today.

**8. New Business**

**(A) General Discussion on Ethics Guidelines relative to the Home Inspection Licensing Board.** Mr. Kuzmich explained that Mr. Hurlburt provided the Board with printed

copies of these guidelines from the links that Ms. Elisa Nahas provided the Board and the Department.

(B) Update concerning proposed Regulatory changes for Home Inspector Continuing Education Subject Matter. Ms. Bullock stated that the changes the Board wants to make to the law regarding continuing education does not have to be a regulatory change and instead done as a matter of Board Policy. The issue that the Board wants to specifically address is the fact that the Regulation specifically states a mandated 3 hour classroom course in current Home Inspection Legislation, Licensing Laws, and Regulations as a part of the overall 20 hour requisite for every 2 year license period.

The Board discussed the possibility of implementing this directive as a matter of policy and focused on the business law requirement part of the continuing education requisite. Mr. Stanley read aloud the language from the Statute and the Regulation. Mr. Stanley recalls his past discussions with Mr. Richard Hurlburt who stated that he believed that the Board can make this change as a matter of policy based upon the way the law is written. The methods by which other Board and Commissions derive their continuing education curriculum were discussed. Mr. Stanley noted that the Home Inspection curriculum may differ from other curriculums in that it is very much technology oriented.

Mr. Sherwood questioned whether an ethics course is acceptable as continuing education and thinks that allowing this subject matter would be a good idea but not necessarily make it mandatory. After looking at the statutes and regulations, Mr. Stanley believes that this subject matter is perfectly acceptable.

Mr. Hurlburt suggested the Board change the regulation to reflect this amendment even though this directive is currently being implemented by a posted written policy. Mr. Stanley suggested that the posted policy be changed to eliminate any reference to the business and law module and offered to redraft the same for the Board's review. He also offered to draft the proposed regulation changes.

(C) Discussion concerning PSI and the administrative fees for processing of Continuing Education Credits. Mr. Hurlburt explained that one school teaching multiple courses can report a candidate's aggregate course compilation in one report to minimize the cost to the provider. It was suggested that a provider can hold off a make one report for each candidate at the end of the two year license.

(D) Board Meeting Schedule for the 2013 Calendar Year: for the Board's information. After some brief discussion, the Board voted to accept these dates for the 2013 Calendar Year. (Stanley/O'Neill)

February 27, 2013 (Wednesday)

May 22, 2013 (Wednesday)

August 28, 2013 (Wednesday)

November 27, 2013 (Wednesday)

Location: State Office Building  
165 Capitol Avenue, Room No. 117  
Hartford, Connecticut 06106

Time: 9:30 AM

## **9. Other Business**

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

(1) Mr. Sherwood stated that the current Home Inspection Examination contains a business section and other areas not applicable to Home Inspectors and asked if there is any way the Board can modify the examination. Mr. Stanley noted that he just participated in an examination review and noted that Mr. Hurlburt agrees that the business and law section should be eliminated. In addition, some of the more pertinent questions from this section can be integrated in the technical examination. Mr. Stanley noted that there will be an examination review conducted with the testing company in the Spring of 2013 and explained the procedures by which this review is administered with the testing company.

Mr. Sherwood asked if the National Home Inspector Examination can be adopted as the Connecticut Examination. This change would make it easier for Connecticut Home Inspectors to get licensed in other jurisdictions. Mr. Stanley reviewed the Board's history in trying to make this change and the difficulty they have had in trying to make this change. He also cited the many benefits of having a National Examination. The Board agreed to try again to make this change.

(2) Mr. Sherwood noted that the Connecticut Real Estate Investment Association (a private organization) is providing a program to teach the public to do their own home inspections for investment properties and that this program is being taught and

managed by unlicensed people. Mr. Sherwood wants to put the Board on alert to this situation and will monitor the same and keep the Board informed.

*The meeting adjourned at 10:24 AM. (Kobylenski/Curtiss)*

*Note: the next regular meeting of the Board is scheduled for February 27, 2012 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