

STATE OF CONNECTICUT
HOME INSPECTION LICENSING BOARD
TEL. NO. (860) 713-6135

-MINUTES-

AUGUST 22, 2018

The Connecticut Home Inspection Licensing Board held a meeting on Wednesday, August 22, 2018 in Hearing Room J., 450 Columbus Boulevard, North Building, Hartford, Connecticut 06103.

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

Board Members Not Present: William Stanley, Jr. (*Home Inspector*)

Board Member Vacancies: Three (*Public Members*)
 One (*Home Inspector*)

DCP Staff Present: Richard Hurlburt, Director, DCP
 Karen Layman, License & Applications Analyst, DCP
 Pamela Brown, Director, DCP
 Janita Hamel, Supervisor, DCP
 Bill Rourke

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)-706-1202.

Agency Website: www.ct.gov/dcp **Division E-Mail:** dcp.occupationalprofessional@ct.gov

1. CALL TO ORDER:

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

2. REVIEW OF MINUTES OF THE APRIL 2, 2018 MEETING THE BOARD.

The Board voted to approve the minutes as submitted. (Kobylenski/Willette)

3. COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY.

None

4. OLD BUSINESS

None

5. NEW BUSINESS

(A) Continuing education for all contractors recommended; information from the Insurance Institute for Business & Home Safety – 2018 Edition

Board so noted

(B) Notice to State Licensure Boards regarding changes to 450 Columbus Boulevard

Board so noted

(C) Continuing education submissions from the following providers were reviewed:

- Tri-State ASHI
- National Society for Certified Home Energy Auditors, Home Inspectors, and Real Estate Professionals

After review and discussion, the Board voted unanimously to approve these two continuing education submissions. (Kobylenski/Willette)

6. DCP INVESTIGATION DIVISION COMPLAINT STATUS REPORT:

(A) The Board to review quarterly report when provided.

Janita Hamel submitted the most recent complaint status report for the Board's review.

Pamela Brown attended and introduced herself as the Director of the Investigations Division. Pamela will attend the next meeting and provide a demonstration of the new online complaint process.

7. OTHER BUSINESS

None

8. COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY.

Bill Rourke inquired about current continuing education requirements for business law, and the status of board member vacancies.

The meeting adjourned at 9:48 AM. (Kobylenski/Willette)

Note: the next regular meeting of the Home Inspection Licensing Board is scheduled for Wednesday, November 28, 2018 beginning at 9:30 AM; 450 Columbus Boulevard, North Building, Hearing Room J, Hartford, CT 06103.

Respectfully submitted,

Karen Layman,
License and Applications Analyst

Upcoming Home Inspection Licensing Board Meeting:

- November 28, 2018