

**HOME INSPECTION LICENSING BOARD**

**DECEMBER 8, 2020**

**MINUTES**

The Connecticut Home Inspection Licensing Board held a meeting on Tuesday, December 8, 2020 via ZOOM webinar.

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

**Board Members Not Present:** None.

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

**DCP Staff Present:** Robert M. Kuzmich, R.A., License & Applications Specialist  
Pamela Brown, Director, Investigations Division

**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, Richard M. Hurlburt, Director.

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

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

**1. CALL TO ORDER**

Mr. William Stanley, Jr. called the meeting to order at 10:48 AM.

## **2. REVIEW OF MINUTES OF THE SEPTEMBER 15, 2020 BOARD MEETING.**

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

## **3. COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY**

There were no comments or concerns of anyone present.

## **4. DCP INVESTIGATION DIVISION COMPLAINT STATUS REPORT:**

(A) Board to review quarterly report when provided.

Ms. Pamela Brown discussed the report with the Board. This report was sent to the Board Members before today's meeting. She noted that there are four open complaints and one closed complaint. She provided details to the Board on the closed complaint. There is a Civil Case now pending in Small Claims Court pertaining to this matter after the Department closed their investigation.

Mr. Schaefer inquired about Complaint Report No. 2020132 from a previous report. The matter concerns workmanship and a dispute of facts. She gave Mr. Schaefer more details on this complaint and stated that it was closed on the basis of a dispute of facts based on the contract. The case was determined to be a civil matter and did not involve any violation of regulations or statutes. The parties involved would have to seek a remedy to this matter in court. Mr. Schaefer again noted that he is amazed at how little complaints there are compared to the number of home inspection done. Mr. Stanley agrees. Ms. Brown gave more details relating to how the Department determines if the complaint is out of their jurisdiction and goes to court.

Mr. Stanley and the Board discussed the impact of the COVID pandemic on the Home Inspection business and the adjustments that had to be made to accommodate the same. Mr. Willette noted the adjustments he has made due to COVID and further detailed how some of his clients participate in his inspections.

Ms. Brown advised the Board that they may want to advise their clients in writing that due to the COVID pandemic, they may not be able to do a joint inspection with them. This could explain why their operating procedures may be different than what they may have originally advertised. She did note that the Department has been receiving more inquiries from the public pertaining to Home Inspection and that they may be changing their website to provide more information in response.

Mr. Willette noted that based on the discussion the Board is having today, it is similar to discussions held at their last meeting. Many issues are expectations from a home buyer as to what the inspector does and does not do. The Board has discussed the

exclusion component as stated in the regulations before. Further, the possibility of advising the inspectors in writing to reinforce their explanation of exclusions was considered. Mr. Willette cited a personal example of how he handles advising his clients. Mr. Stanley, on behalf of the Board, offered to help Ms. Brown, when the time comes, to update the Department's Home Inspection section of their website. He thanked Ms. Brown for her time and effort.

## **5. OLD BUSINESS**

A. Continuation of discussion concerning the status of determining standards of levels of pyrrhotite in conjunction with Trinity College's testing program.

Mr. Schaefer stated that he contacted Mr. Jonathan Gourley from Trinity College immediately after the Board's last meeting and relayed the information to Mr. Stanley. Mr. Gourley was planning on attending the Board's next meeting subsequent to speaking with Mr. Stanley. Mr. Stanley was not aware of this plan and has not received any contact information from Mr. Schaefer. Mr. Schaefer gave the Board a brief summary of his conversation with Mr. Gourley. It was decided to invite Mr. Gourley to the Board's next meeting. Mr. Schaefer will send the contact information to Mr. Stanley, Mr. Kobylenski, and Mr. Kuzmich. Mr. Stanley will then contact Mr. Gourley to try and arrange for him to attend the Board's next meeting scheduled for March 16, 2021.

B. Continuation of discussion concerning continuing education for Connecticut Home Inspectors in recognition of the current COVID National Pandemic.

Mr. Stanley noted that CAHI has already initiated their meetings and making the continuing education classes available now. Home Inspectors still have about six months to catch up on their CE. He also spoke with Ms. Leslie O'Brien, Legislative Liaison, from the Department of Consumer Protection. She informed him that the Governor's Office is not inclined to amend any existing CE requirements since this Board has the option of on-line classes. As such, the Board will take no further action on this matter given the circumstances in place.

Mr. Willette asked Mr. Kuzmich for an update on giving credit to Home Inspectors who have taken concrete courses previously submitted to the Department for approval. Mr. Kuzmich was unable to locate the submissions but asked the Board to accept these credits and make this approval a part of today's meeting agenda. Mr. Stanley noted that the Board has already approved the initial submission and remembers seeing the documentation. The second submission was a recertification that was specific to the crumbling foundation issue and was a shorter program (4 hrs.) in length and was an online course.

There was no certificate specifically issued for this second course. However, a notice was issued stating that the certificate received for the initial program will carry over as credit for the second program as well. An attendee list was maintained by the provider

([Crumblingfoundations.org](http://Crumblingfoundations.org)) that was updated to now include individuals who attended both the initial program and the recertification program. Mr. Stanley stated that since the Board has already approved the curriculum for the first course (8 hrs.), they will certainly approve the second course (4 hrs.) for recertification as well. It was noted that the provider name is Crumbling Foundations Solutions Indemnity Company and their website is [www.Crumblingfoundations.org](http://www.Crumblingfoundations.org). This website posts the list of individuals who attended both courses

The Board voted, unanimously, to approve both the initial and refresher courses for the hours submitted; 8 hours for the first course and 4 hours for the second (refresher) course. (Stanley/Willette)

## **6. NEW BUSINESS**

1. Mr. Schaefer suggested that this Board should issue an advisory to all Home Inspectors regarding the COVID Pandemic and the importance of following all the CDC Guidelines for everyone's safety. Mr. Stanley asked Mr. Schaefer to write a draft and send the same to the Board for their review. Mr. Schaefer agreed to do so.

Mr. Stanley believes that this may be a little late in coming but nevertheless cannot hurt to let people know. Mr. Willette stated that he believes both inspectors and their clients are well aware of the precautions concerning COVID.

2. Mr. Kobylenski asked the Board to convene early (15 minutes or so) for their upcoming Hearing scheduled for January 8, 2021 to ensure that there are no technical issues to work out. The Board discussed the mechanics of the meeting as previously presented to them by the Department's Legal Division.

## **7. CORRESPONDENCE**

No correspondence was discussed.

## **8. COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY.**

There were no further comments or concerns of anyone present.

The meeting adjourned at 11:49 AM. (Willette/Schaefer)

Respectfully submitted,

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

2021 MEETING SCHEDULE:

March 16, 2021  
June 8, 2021  
September 21, 2021  
December 14, 2021

All meetings will take place at 450 Columbus Boulevard, Hartford, CT at 9:30 A.M.  
unless otherwise noted.