

**STATE OF CONNECTICUT**

**HOME INSPECTION LICENSING BOARD**

TEL. NO. (860) 713-6135

**-MINUTES-**

**NOVEMBER 23, 2016**

The Connecticut Home Inspection Licensing Board held a meeting on Wednesday, November 23, 2016 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*)

**Board Members Not Present:** James J. O'Neill (*Public Member*)  
Lawrence R. Willette (*Home Inspector*)

**Board Member Vacancies:** Two (*Public Member*)  
One (*Home Inspector*)

**Board Counsel:** Not present, as requested.

**DCP Staff Present:** Robert M. Kuzmich, DCP

**Others Present:** Jonathan A. Harris, Commissioner, DCP  
Theodore M. Doolittle, Division Director, DCP

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](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 9:33 AM.

**2. REVIEW OF MINUTES OF THE AUGUST 24, 2016 MEETING THE BOARD.**

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

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

There were no comments or concerns noted from anyone present at this 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 proposed changes to the Regulation for Home Inspection.**

Mr. Kuzmich noted that he received communication from Ms. Leslie O'Brien, Legislative Director, noting that the proposed regulations revisions are currently at the Office of the Attorney General for their review and comment. Mr. Stanley noted the general approval process involved with regulation review. (Mr. Kuzmich e-mailed the Board a document after today's meeting which explains the process by which regulation changes are made.)

#### **B. Home Inspection School Application.**

School (Pre-Licensing):

*All American Association of Home Inspectors DBA All American Training Institute*  
822 N. A1A Highway  
Ponte Verda, Florida 32082

Course (Pre-Licensing): 9-Day Home Inspector Training (classroom) (81 hrs.)

Course (Pre-Licensing): 8-Day Home Inspector Training (classroom) (72 hrs.)  
Course (Pre-Licensing): Home Inspection Essentials (120 hrs.)  
(distance learning correspondence)

It was noted that the submittal was missing the required Connecticut Law module. The balance of the submission is complete. It was decided by the Board to conditionally approve the submission subject to receipt of the Connecticut Law Module course information. Mr. Kuzmich will request this documentation from the applicant and e-mail Board members this correspondence for their review and approval.

## **9. NEW BUSINESS**

**A. DCP Occupational Enforcement Unit Complaint Status Report**; review of complaint report submitted by the **DCP Occupational Enforcement Unit** including open, closed, and dismissed cases for review by the Board.

The Board acknowledged the complaint report they received from the Department.

## **10. OTHER BUSINESS**

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

1. Mr. Kuzmich noted that the Department has received a moderate increase in home inspection intern permits during the months of September and October of 2016.
2. The Board received the Department's 2017 Calendar of Board and Commission Meetings. The anticipated parking accommodations for Board Members at the new 450 Columbus Boulevard building were discussed briefly. The Department will e-mail all Board Members documentation pertaining to the new meeting accommodations and parking procedures well in advance of their next meeting.
3. Commissioner Jonathan A. Harris addressed the Board and updated them further on the transition of meetings to the Department's new 450 Columbus Boulevard location and the proposed accommodations for the same.

Commissioner Harris also addressed questions from the Board on the continuing issue with crumbling foundations regarding what services home inspectors can offer to consumers in this matter. Potential certifications in this area obtained by home inspectors were discussed in general terms. In addition, possible financial assistance and restitution for homeowners with defective foundations were also discussed.

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

There were no comments or concerns noted from anyone present at this meeting.

The meeting adjourned at 10:21 AM. (Kobylenski/Schaefer)

Note: the next regular meeting of the Home Inspection Licensing Board is scheduled for Wednesday, March 22, 2017 beginning at 9:00 AM; 450 Columbus Boulevard, North Building, Hearing Room J, Hartford, CT 06103.

Respectfully submitted,

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

Upcoming Home Inspection Licensing Board Meeting Dates:

1. March 22, 2017
2. June 28, 2017
3. September 27, 2017
4. November 29, 2017