

**VIRGINIA BOARD FOR
ASBESTOS, LEAD, AND HOME INSPECTORS
HOME INSPECTOR REGULATORY REVIEW COMMITTEE MEETING MINUTES**

The Home Inspector Regulatory Review Committee of the Virginia Board for Asbestos, Lead, and Home Inspectors (Board) met on March 24, 2021, at the offices of the Department of Professional and Occupational Regulation (DPOR), Perimeter Center, 9960 Mayland Drive, 2nd Floor, Board Room 3, Richmond, Virginia 23233.

The following members of the Committee were present:

Alex Aderton
Sandra Baynes
John Cranor
James Oliver
David Rushton, Chair
Patrick Studley

Erin Barton, Realtor Representative, was not in attendance at the Committee meeting.

The following staff members were present for part or all of the meeting:

Trisha L. Lindsey, Executive Director
Joseph C. Haughwout, Jr., Board Administrator
Lisa Robinson, Licensing Administrator
Tanya M. Pettus, Administrative Assistant

Mr. Rushton called the meeting to order at 10:00 a.m.

Call to Order

Ms. Lindsey advised the Board of the emergency evacuation procedures.

**Emergency
Evacuation
Procedures**

Ms. Lindsey advised the Committee of safety measures currently in place due to COVID-19.

**COVID-19 Safety
Reminders**

Mr. Oliver moved to approve the agenda as presented. Ms. Baynes seconded the motion which was unanimously approved by: Aderton, Baynes, Cranor, Oliver, Rushton, and Studley.

Approval of Agenda

There were no members of the public present at the meeting.

**Public Comment
Period**

The Committee reviewed draft proposed amendments made to Parts I through III of the Home Inspector Licensing Regulations following the February 3 Committee meeting. **Review Draft Amendments**

Discussion was held on qualifications for licensure, including broadening options for education and experience that may be used to qualify for licensure. Mr. Oliver moved to add electrical, heating, ventilation and air conditioning (HVAC), and plumbing contractor license classifications as qualifying experience for licensure. Mr. Cranor seconded the motion. After further discussion, Mr. Oliver withdrew the motion. Following lengthy discussion, Mr. Oliver moved to eliminate the commercial improvement contracting specialty from the proposed list of qualifying experience, and add electrical, HVAC, and plumbing classifications. Mr. Cranor seconded the motion which was unanimously approved by: Aderton, Baynes, Cranor, Oliver, Rushton, and Studley.

The Committee also considered proposed topics that would be acceptable for CPE credit for renewal of a home inspector license.

The Committee recessed from 11:58 a.m. to 12:21 p.m.

Recess

The Committee reviewed draft proposed amendments to Parts IV through VI of the regulations including minimum standards for conducting home inspections and standards of practice and conduct. **Review Draft Amendments**

Discussion included the following topics:

- Minimum requirements for home inspection contracts to include (i) disclosure of cancellation policies or procedures in home inspector contracts; and (ii) disclosures of potential conflicts of interest;
- Minimum requirements for home inspection reports to include (i) the description of weather conditions at the time the inspection is conducted; (ii) noting the presence of smoke detectors and carbon monoxide detectors; and (iii) identification of components or systems that could not be inspected during an inspection, such as due to lack of access;
- Conflicts of interest and related disclosure requirements, including disclosure of interests in the sale or transfer of a residential structure or NRS in which the home inspector has performed a home inspection;
- Responsibilities of a licensee.

Mr. Cranor departed the meeting at 2:30 p.m.

Departure of Board Member

Discussion continued on licensee responsibilities. After discussion, the Committee agreed by consensus that draft amendments regarding licensee responsibilities would need to be further considered by the Board. **Continue Review of Draft Amendments**

The Committee also considered proposed draft amendments to prohibited acts and agreed by consensus to incorporate the proposed amendments to prohibited acts into draft revisions to the Home Inspector Licensing Regulations.

After review and consideration, Ms. Baynes moved to adopt proposed draft amendments to the Home Inspector Licensing Regulations as discussed for presentation to the Board as the Committee recommended, authorizing staff to make non-substantive changes as necessary. Mr. Oliver seconded the motion which was unanimously approved by: Aderton, Baynes, Cranor, Oliver, Rushton, and Studley.

Ms. Lindsey thanked the members of the Committee for their time and hard work.

There being no further business, the meeting was adjourned at 2:42 **Adjourn** p.m.

Gene E. Magruder

Gene E. Magruder, Chair

Mary Broz-Vaughan

Mary Broz-Vaughan, Secretary

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: Sandra Baynes
2. Title: Board Member
3. Agency: Board for Asbestos, Lead, & Home Inspectors
4. Meeting/IFF Date: March 24, 2021
5. I have a personal interest in the following transaction:

NONE

Nature of Personal Interest Affected by Transaction: _____

NONE

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

NONE

- I am able to participate in this transaction fairly, objectively, and in the public interest.
- or
- I did not participate in the transaction.

6. I **do not** have a personal interest in any transactions taken at this meeting.

Sandra Baynes
Signature

3.24.2021
Date

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: John E. Cranor
2. Title: Board Member
3. Agency: Board for Asbestos, Lead, & Home Inspectors
4. Meeting/IFF Date: March 24, 2021
5. I have a personal interest in the following transaction:

Nature of Personal Interest Affected by Transaction: _____

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

- _____
- I am able to participate in this transaction fairly, objectively, and in the public interest.
- or
- I did not participate in the transaction.

6. I **do not** have a personal interested in any transactions taken at this meeting.



Signature

3-24-21
Date

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: David P. Rushton
2. Title: Board Member
3. Agency: Board for Asbestos, Lead, & Home Inspectors
4. Meeting/IFF Date: March 24, 2021
5. I have a personal interest in the following transaction:

Nature of Personal Interest Affected by Transaction: _____

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

- I am able to participate in this transaction fairly, objectively, and in the public interest.
- or
- I did not participate in the transaction.

6. I do not have a personal interested in any transactions taken at this meeting.


Signature


Date

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**


1. Name: Patrick Studley
2. Title: Board Member
3. Agency: Board for Asbestos, Lead, & Home Inspectors
4. Meeting/IFF Date: March 24, 2021
5. I have a personal interest in the following transaction:

Nature of Personal Interest Affected by Transaction: _____

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

- I am able to participate in this transaction fairly, objectively, and in the public interest.
- or
- I did not participate in the transaction.

6. I **do not** have a personal interested in any transactions taken at this meeting.



Signature

3/24/2021

Date