

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

The Home Inspector Training Committee of the Virginia Board for Asbestos, Lead, and Home Inspectors (Board) met on November 12, 2015, at the offices of the Department of Professional and Occupational Regulation (DPOR), Perimeter Center, 9960 Mayland Drive, 2nd Floor, Board Room 1, Richmond, Virginia 23233.

The following members of the Committee were present:

Sandra Baynes
Brian Koepf
Gene Magruder
Reginald Marston, III, Chair
Michael Redifer
Roger Robertson
David Rushton
Michael Toalson

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

Mark Courtney, Senior Director for Regulatory and Public Affairs
Trisha L. Henshaw, Executive Director
Thomas K. Perry, Board Administrator
Kristen Marie Clay, Board Administrator
Tanya Pettus, Administrative Assistant
Sandi Morris, Academy Director, Jack A. Proctor Virginia Building Code Academy

Mr. Marston, finding all members of the Committee present, called the meeting to order at 10:06 a.m. **Call to Order**

Ms. Henshaw advised the Board of the emergency evacuation procedures. **Emergency Evacuation Procedures**

Mr. Redifer moved to approve the agenda as presented. Mr. Magruder seconded the motion which was unanimously approved by: Baynes, Koepf, Magruder, Marston, Redifer, Robertson, Rushton, and Toalson. **Approval of Agenda**

There were no members of the public present for comment. **Public Comment Period**

Ms. Henshaw presented the Committee with the first draft of regulation amendments for inspections of new residential structures for review. The Committee reviewed the draft and suggested edits to ensure the amendments outlined clear requirements for certified home inspectors to conduct inspections on new residential structures.

Review Draft of
Regulation
Amendments for
Inspections of
Residential
Structures

The Board recessed from 11:44 a.m. to 12:08 p.m.

Recess

The Committee finalized discussion on content and suggested edits to the regulation amendments. Mr. Toalson moved to approve the regulation amendments, to include the amendments made by the Committee, to be presented to the Board for possible amendment and approval. Mr. Magruder seconded the motion which was unanimously approved by: Baynes, Koepf, Magruder, Marston, Redifer, Robertson, Rushton, and Toalson.

Review Draft of
Regulation
Amendments for
Inspections of
Residential
Structures

Ms. Henshaw advised the Committee of the implementation timeline and concerns regarding the limited timeframe for implementing the changes. Staff is exploring avenues to meet the legislative mandate given typical timeframe for regulation amendments through the regulatory review process.

Discuss
Implementation
Timeline

Ms. Henshaw reminded Committee members who also sit on the Board to complete conflict of interest forms and travel vouchers.

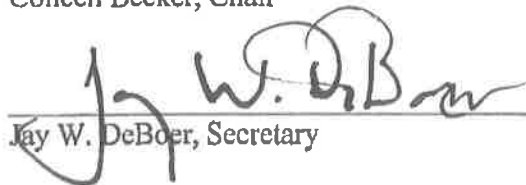
Conflict of Interest
Forms and Travel
Vouchers

There being no further business, the meeting was adjourned at 1:50 p.m.

Adjourn



Colleen Becker, Chair



Jay W. DeBoer, 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: November 12, 2015
Certified Home Inspector Training Committee

5. I have a personal interest in the following transaction:

n/a

Nature of Personal Interest Affected by Transaction: n/a

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

n/a

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.

Sandra Baynes
Signature

11.12.2015
Date

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

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

1. Name: Brian Koepf
2. Title: Board Member
3. Agency: Board for Asbestos, Lead, & Home Inspectors
4. Meeting/IFF Date: November 12, 2015
Certified Home Inspector Training Committee

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:

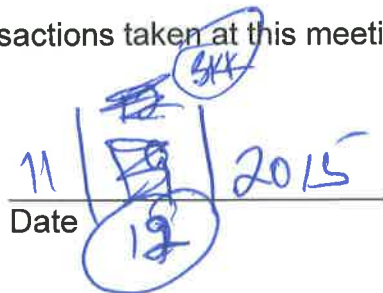
I am able to participate in this transaction fairly, objectively, and in the public interest.

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**

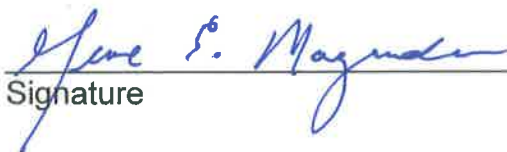
1. Name: Gene Magruder
2. Title: Board Member
3. Agency: Board for Asbestos, Lead, & Home Inspectors
4. Meeting/IFF Date: November 12, 2015
Certified Home Inspector Training Committee

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

11-12-2015
Date

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

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

1. Name: Reginald E. Marston, III
2. Title: Board Member
3. Agency: Board for Asbestos, Lead, & Home Inspectors
4. Meeting/IFF Date: November 12, 2015
Certified Home Inspector Training Committee

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:

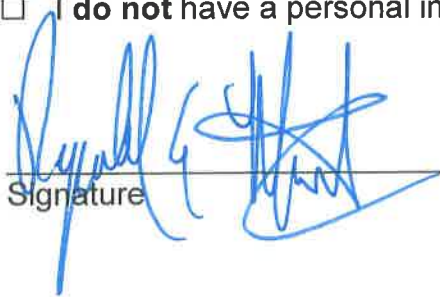
I am able to participate in this transaction fairly, objectively, and in the public interest.

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

11/12/2016