



CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

New Jersey Office of the Attorney General

Division of Consumer Affairs
State Board of Professional Engineers and Land Surveyors
124 Halsey Street, 3rd Floor, Newark, NJ 07102
www.njconsumeraffairs.gov



JOHN J. HOFFMAN
Acting Attorney General

STEVE C. LEE
Acting Director

HOME INSPECTION ADVISORY COMMITTEE Minutes of February 10, 2015 Public Session

Mailing Address:
P.O. Box 45015
Newark, NJ 07101
(973) 504-6460
(973) 273-8020 FAX

CALL TO ORDER

The Home Inspection Advisory Committee was called to order by Chairman Fitzpatrick at 9:30 a.m. in the Union Conference Room, third floor, 124 Halsey Street, Newark, New Jersey. All parties were duly notified of the time, date, and place and all pertinent material had been provided.

SUNSHINE LAW ANNOUNCEMENT

Joseph Grabowy read the statement required by Chapter 231, Laws of 1975, known as the Open Public Meetings Act, and announced that notice of the meeting was prepared in the office of the Committee and mailed to the Secretary of State, the Star-Ledger, the Courier Post, the Bergen Record and the Atlantic City Press.

ROLL CALL

CMS present: F. Michael Fitzpatrick
Michael Del Greco
Neil Kipnis

CMs absent: None

Others present: Karl W. Reidel, Executive Director, Olga Bradford, Deputy Attorney General, Joseph Grabowy and Martha Richardson, Committee Staff, and four members of the public.

ANNOUNCEMENTS

DAG Bradford administered the general oath of allegiance and oath of service to new Committee member, Neil Kipnis.

APPROVAL OF MINUTES

December 9, 2014

ACTION: The Committee reviewed the minutes of December 9, 2014, and on a motion by Vice-Chairman Del Greco, second by Chairman Fitzpatrick, voted to approve the minutes as amended. CM Kipnis abstained.

REPORT OF THE EXECUTIVE DIRECTOR

The Committee noted the following statistics as of January 28, 2015.

a. Licensing Statistics:

- Licensed Home Inspectors - Active	794
- Home Inspectors - Expired	248
- Home Inspectors - Inactive	<u>189</u>
Total	1,231

The Committee noted these statistics for the record.

b. Incoming Correspondence:

Joseph A. Ferry, Esq.,
RE: Terry Blake Vs. Robert Horvath - (#55717)
January 28, 2015

On behalf of his client, Robert Horvath, Mr. Ferry requested a reduction in the amount of the civil penalty imposed by the Committee from \$2,500.00 to \$1,500.00 in this matter.

ACTION: After discussion and on a motion by Vice Chairman Del Greco, second by Chairman Fitzpatrick, the Committee denied the request to reduce the penalty. A Final Order of Discipline will be issued detailing the Committee's findings of fact and conclusions of law.

APPEARANCES:

Elizabeth Greenblatt, Regulatory Analyst

Proposed New Rules: N.J.A.C. 13:40-15.7, Credit Towards Licensure for Education, Training, and Experience Received While Serving as a Member of the Armed Forces

Elizabeth Greenblatt, Regulatory Analyst, appeared before the Committee and stated that no comments were received on the aforementioned proposal which was published in the New Jersey Register.

ACTION: On a motion by Vice Chairman Del Greco, second by Chairman Fitzpatrick, the Committee voted to adopt the proposed new rule.

APPLICATIONS FOR REVIEW

ACTION: The Committee, on a motion by Vice-Chairman Del Greco, second by Chairman Fitzpatrick, voted to approve the following applications for licensure

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pending receipt of insurance:

<u>Applicant</u>	<u>Application #</u>
Paul Widovic	1900231
Matthew Dornan	1899971
Mark Besser	1906650
Peter McGarry	1908304
Donald Rankin	1908854
James L. Quail, Jr.	1908910

Justin Joe - #1849461

The Committee again reviewed the application for Justin Joe. Previously, the Committee determined that Mr. Joe did not satisfy the education requirements of its regulations because he completed one-hundred (100) hours of education rather than the one-hundred forty (140) required. Subsequently, Mr. Joe remitted five (5) certificates of completion totaling forty (40) hours of continuing education classes.

ACTION: The Committee approved a motion by Vice-Chairman Del Greco, second by CM Kipnis, that the five (5) continuing education courses completed by Mr. Joe did not satisfy the forty (40) hour educational deficit. The Committee will advise Mr. Joe to take the forty (40) hour bridge course offered at the Building Inspector's Career Institute to satisfy his educational requirements.

REVIEW OF CONTINUING EDUCATION COURSES:

ACTION: The Committee reviewed the following courses and on a motion by Vice-Chairman Del Greco, second by Chairman Fitzpatrick, voted to approve the courses as follows:

<u>Sponsor</u>	<u>Course</u>	<u>Credits</u>
ALPHI	Effective Communication in the Home Inspection Report	6.0
ALPHI	Ageing Process of a Home	2.0
ALPHI	Deck Construction	3.0
ALPHI	Frequency & Causes of Malfunction in HVAC, Electrical, Plumbing, & Appliance Systems	3.0
ALPHI	Water Seepage/grading Structure Damage & Report Writing	4.0
ALPHI	Structure for Home Inspectors	3.0
ALPHI	Plumbing Defects	3.0

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ALPHI	HVAC - Heating & Cooling Defects	3.0
DCA/Rutgers	Structural Defects & Problems	5.0
Home Inspection University	Air Conditioning & High Efficiency Furnace Inspection	1.0
NJ Association of Home Inspectors	High Efficiency Boiler Design & Evaluation of Attic Ventilation & Insulation	8.0
NJ Association of Home Inspectors	Navigating NJ Home Inspection Ethics & NJ Home Inspector Regulation Review	4.0
NJ Association of Home Inspectors	Radon Systems - Testing & Mitigation	4.0
Inspector Education Institute	Report Writing	3.0
Inspector Education Institute	Compliance with Home Inspection Laws & Regulations	3.0
Inspector Education Institute	Ethics and the Home Inspector	3.0
Inspector Education Institute	Appliance inspections	2.0
Inspector Education Institute	Deck Stairs and Rails	2.0
Inspector Education Institute	You Can't Make This Up - Strange Conditions Found During Home Inspections	2.0
Southern NJ ASHI	Asphalt Shingle Roofing	1.0
Southern NJ ASHI	Chimney Inspections from the Street	2.0
Southern NJ ASHI	Heat Pump Inspections	2.0
Southern NJ ASHI	Historic Homes - Roofing Inspections	2.0
Southern NJ ASHI	New Issues in Home Inspecting & Reporting	2.0
Southern NJ ASHI	Basement Waterproofing Concepts	2.0
Southern NJ ASHI	Deck Inspections	1.0
Southern NJ ASHI	Low & Steep Slope Roof Systems	4.0
Southern NJ ASHI	Advanced Electrical Inspections	4.0
Southern NJ ASHI	Report Writing - Questions/Answers	2.0
Southern NJ ASHI	Hidden Problems in Historical Homes	2.0
Southern NJ ASHI	Electrical Code Review	1.0

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Southern NJ ASHI	Roof Inspections Basics	1.0
Southern NJ ASHI	Home Inspection Nightmares	2.0
Southern NJ ASHI	Report Writing for Home Inspections	2.0
Southern NJ ASHI	Structural Inspection Review	1.0
Southern NJ ASHI	Steam Heating	2.0
Southern NJ ASHI	Inspecting Stucco & Stone Veneer	2.0
Southern NJ ASHI	Inspector Communication & Professional Practice	2.0
Southern NJ ASHI	HVAC Product Announcements	2.0
Southern NJ ASHI	Inspector Peer Review	1.0
Southern NJ ASHI	Home Water Entry, Inspection Prevention	2.0
Southern NJ ASHI	Structural Defect Recognition Workshop	2.0
Southern NJ ASHI	Garage Door Inspection Techniques	2.0
Southern NJ ASHI	Analyzing and Finding Hard to Find Leaks	3.0
Southern NJ ASHI	Rules and Regulations for Home Inspectors	4.0
Southern NJ ASHI	Moisture and Mold Resistive Insulation	2.0

ACTION: The Committee, on a motion by Vice-Chairman Del Greco, second by Chairman Fitzpatrick, voted to amend its continuing education approval form to identify the portion of each proposed course that may apply to Ethics, report writing or rules/regulations. Pursuant to N.J.A.C. 13:40-15.14(d)1 and 2, credit shall not be granted for courses that are less than one instructional hour long.

REINSTATEMENTS

None

INFORMATIONAL ITEMS

ACTION: The Committee, on a motion by Vice-Chairman Del Greco, second by CM Kipnis, voted to delegate authority to the Chairman or a designated appointee to approve applications and continuing education courses between meetings.

PUBLIC COMMENTS

David Goldstein recommended that the Committee notify all licensees of N.J.A.C. 13:40-

15.14(b)1, which requires each home inspector to complete a minimum of three (3) units on report writing, three (3) units on Ethics and three (3) units on the rules governing the practice of home inspection, as part of the required forty (40) units of continuing education.

MOVE TO EXECUTIVE SESSION

ACTION: The Committee, on a motion by Chairman Fitzpatrick, second by Vice-Chairman Del Greco, voted to enter Executive Session to review disciplinary matters.

RETURN TO PUBLIC

On a motion contained in the Executive Session minutes, the Committee re-entered into Public Session for the purposes of adjournment.

ADJOURNMENT

ACTION: On a motion by Chairman Fitzpatrick, second by Vice-Chairman Del Greco, the Committee voted to adjourn the meeting at 2:00 PM.

APPROVED BY:

Michael Fitzpatrick
Chairman

Karl W. Reidel
Executive Director