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HOME INSPECTION ADVISORY COMMITTEE Minutes of April 15, 2014 Public Session

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CALL TO ORDER

The Home Inspection Advisory Committee was called to order by Chairman Fitzpatrick at 9:45 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

CMs absent: None

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

ANNOUNCEMENTS

Chairman Fitzpatrick announced the passing of former Committee member, Daniel Casper.

APPROVAL OF MINUTES

November 19, 2013

ACTION: The Committee reviewed the minutes of November 19, 2013, and on a motion by Vice-Chairman Del Greco, second by Chairman Fitzpatrick, voted to approve the minutes as amended.

REPORT OF THE EXECUTIVE DIRECTOR

The Committee noted the following statistics as of November 8, 2013.

a. Licensing Statistics:

- Licensed Home Inspectors - Active	710
- Home Inspectors - Expired	256
- Home Inspectors - Inactive	<u>185</u>
Total	1,151

The Committee noted these statistics for the record.

b. Closed Complaints:

- Wayne Gorczynski (Reinstatement - Executed Consent Order)
- Edward D. Heisler (Application - Executed Consent Order)
- Gregory Van Pelt (#62643, Final Decision and Order After UPL Explanation Issued)

The Committee reviewed these executed settlements with its licensees and requested they be posted to its website.

c. Incoming Correspondence:

- 1) Brian Finn
November 12, 2013
RE: Renewal Notice - Error

The Committee reviewed this matter in which Mr. Finn, in error, answered affirmatively on his biennial license renewal to a prior crime. On a motion by Vice-Chairman Del Greco, second by Chairman Fitzpatrick, the Committee voted to accept Mr. Finn's representation and to remove the "Alert" on his license in the Committee's licensing system.

- 2) Donald Pierson
November 16, 2013
RE: Renewal Notice - CEUs

The Committee reviewed this matter in which Mr. Pierson indicated he did not complete his continuing education requirements on his biennial license renewal and requested that his license be placed

into "Inactive" status until such time he is able to complete the continuing education requirements.

After reviewing this matter and on a motion by Vice-Chairman Del Greco, second by Chairman Fitzpatrick, the Committee voted to place Mr. Pierson's license into "Inactive" status with an effective date of November 30, 2013, and to advise him that he will need to perform his continuing education units when he returns. The "Alert" will be removed from his license in the Committee's licensing system.

- 3) Michael Shallo
November 25, 2013
RE: Renewal Notice - CEUs

The Committee reviewed Mr. Shallo's correspondence regarding his response on his biennial license renewal to not completing the continuing education requirements. Mr. Shallo submitted certificates of completion totaling 52 CEUs which were performed between February and April 2011, via on-line courses thru NACHI.

After reviewing this matter and on a motion by Vice-Chairman Del Greco, second by Chairman Fitzpatrick, the Committee will allow Mr. Shallo ninety (90) days to complete 20 credits of his continuing education requirements for the last biennial period. The credits cannot be counted toward the upcoming biennial renewal period.

- 4) Michael Pizza
November 12, 2013
RE: Renewal Notice - CEUs

The Committee reviewed the correspondence from Mr. Pizza regarding his affirmative response on the biennial license renewal to not completing the continuing education requirements. Since Mr. Pizza was initially licensed in November 2012, he would need to complete twenty (20) CEUs by April 30, 2013 for the 2013-2015 biennial renewal. He received 8 CEUs after completing four (4) courses.

After reviewing this matter and on a motion by Vice-Chairman Del Greco, second by Chairman Fitzpatrick, the Committee voted to grant credit for the 8 CEUs already completed and to allow an additional ninety (90) days to complete the balance of twelve (12) CEUs (20 less 8 = 12 CEUs) which will not count toward the upcoming biennial renewal period.

- 5) Mark Bragin
November 4, 2013
RE: Renewal Notice - CEUs

The Committee reviewed the correspondence from Mr. Bragin regarding his affirmative response on the biennial license renewal to not completing the continuing education requirements. Since Mr. Bragin was initially licensed in January 2013, he would need to complete twenty (20) CEUs by April 30, 2013 for the 2013-2015 biennial renewal.

After reviewing this matter and on a motion by Vice-Chairman Del Greco, second by Chairman Fitzpatrick, the Committee voted to allow ninety (90) days for Mr. Bragin to complete a total of twenty (20) CEUs which can be all on-line courses. These courses cannot be counted toward the upcoming biennial renewal period.

- 6) Joseph Bonilla
November 12, 2013
RE: Renewal Notice - CEUs

The Committee reviewed the correspondence from Mr. Bonilla regarding his affirmative response to not completing the continuing education requirements on his biennial license renewal and his request for a hardship waiver thereof. Mr. Bonilla completed a total of thirty six (36) CEUs in 2013. Twenty six (26) CEUs were completed in February and April 2013, and an additional ten (10) CEUs were completed in November 2013. The Committee accepted twenty six (26) CEUs but denied the (10) CEUs completed in November 2013 since they needed to be completed by May 1, 2013.

On a motion by Vice-Chairman Del Greco, second by Chairman Fitzpatrick, the Committee voted to deny a hardship waver to Mr. Bonilla for his continuing education requirements and will allow him an additional ninety (90) days to complete the balance of fourteen (14) CEUs ($40 \text{ less } 26 = 14$). These courses cannot be counted toward the upcoming biennial renewal period.

- 7) Leo Jablonski
November 6, 2013
RE: Renewal Notice - CEUs

The Committee reviewed the correspondence from Mr. Jablonski regarding his affirmative response to not completing the required continuing education requirements which was made in error. Mr. Jablonski included certificates of completion from various

continuing education courses totaling 93 CEUs.

After reviewing this matter and on a motion by Vice-Chairman Del Greco, second by Chairman Fitzpatrick, the Committee voted to accept Mr, Jablonski's representations and to not take any further action in this matter. The Committee staff will remove the "Alert" on his license in the Committee's licensing system.

- 8) Eugene Godowski
November 13, 2013
RE: Renewal Notice - Error

The Committee reviewed this matter in which Mr. Godowski answered affirmatively on the biennial license renewal to a prior crime in error. After reviewing this matter and on a motion by Vice-Chairman Del Greco, second by Chairman Fitzpatrick, the Committee voted to accept Mr. Godowski's representation and will not take any further action. The Committee staff will remove the "Alert" on his license in the Committee's licensing system.

- 9) Andrew Cianci, Director, Processing & Underwriting,
U.S. Department of Housing and Urban Development
January 27, 2014
RE: HUD 203 (k) Consultant program

The Committee reviewed this correspondence from Mr. Cianci which confirmed that only a New Jersey licensed home inspector may perform HUD (203 (k) inspections in New Jersey as part of its consultant program.

- d. Rules Implementing P.L. 2013, c. 49
A2882 - Requires professional Boards to provide credit toward requirements for licensure for veterans with substantially equivalent training.

Elizabeth Greenblatt, DAG, appeared before the Committee and discussed the status of the referenced proposed regulation.

After reviewing this matter and on a motion by Vice-Chairman Del Greco, second by Chairman Fitzpatrick, the Committee voted to approve the proposed regulation provided the language was amended to replace the word "Board" to "Committee" wherever reference was made to the Home Inspection Advisory Committee.

APPLICATIONS FOR REVIEW

ACTION: The Committee, on a motion by Vice-Chairman Del Greco, second by Chairman Fitzpatrick, voted to approve the following applications pending receipt of their original certificate of insurance:

<u>Applicant</u>	<u>Application #</u>
Cumberton, Steven	1779672
Kristan, Michael	1795527
Rogo, David	1372869
Schmidlin, Eric	1797023
Kriney, William	1805485
Henrie, William	1805975
Woletz, Robert	1806379
Cornell, Christopher	1806592
Lupo, Ronald	1817353
Glomb, Frank	1817986
McHugh, Mark	1818945
Navatkoski, Alan	1818736
Morales, Michael	1818738
Madrawski, Andrzej	1819138
Lehman, Timothy	1821332
Apap, Philip	1821955
Myers, Brian	1817247
Paton, John	1819492

REVIEW OF CONTINUING EDUCATION COURSES:

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

<u>Sponsor</u>	<u>Course</u>	<u>Credits</u>
Casey O'Malley Associates (COA 2014 Conference)	Inspecting Wooden Open Web trusses	2.0
Casey O'Malley Associates (COA 2014 Conference)	Water Intrusion Forensic Investigation	2.0
Casey O'Malley Associates (COA 2014 Conference)	In the Crawl Space	2.0

**HOME INSPECTION ADVISORY COMMITTEE
MINUTES OF APRIL 15, 2014
PUBLIC SESSION**

Casey O'Malley Associates (COA 2014 Conference)	Inspecting Hard Coat Stucco	2.0
Casey O'Malley Associates (COA 2014 Conference)	Inspecting Tile Roofs	2.0
Casey O'Malley Associates (COA 2014 Conference)	Air Conditioning Beyond the Basics	2.0
Casey O'Malley Associates (COA 2014 Conference)	Advanced Electrical	4.0
Casey O'Malley Associates (COA 2014 Conference)	Building Dampness and Control	4.0
Casey O'Malley Associates (COA 2014 Conference)	Effective Inspection Agreements	2.0
ALPHI	Legal Issues "updates & report writing"	2.0
ALPHI	Radon recertification with respect to Home inspectors	4.0
ALPHI	Water Intrusion, how to inspect for signs	4.0
Long Island American Society of Home Inspectors	Basement waterproofing	1.0
Long Island American Society of Home Inspectors	Home inspector Lawyer	4.0
Long Island American Society of Home Inspectors	Structure & Construction Inspection	1.5
Long Island American Society of Home Inspectors	Chimney Inspection	1.5
Long Island American Society of Home Inspectors	Inspecting Storm Damaged Structures	1.5
Long Island American Society of Home Inspectors	Environmental issues in Home inspections	1.5
Long Island American Society of Home Inspectors	Healthy Crawl Spaces	1.5
Long Island American Society of Home Inspectors	Report Writing	1.0
ALPHI	Exterior Siding - Hardi Plank	2.0
American Society of Home Inspectors	Basic Electricity 2014	2.0
American Society of Home Inspectors	Understanding & inspecting Hydronic Boiler Heating	2.0
American Society of Home Inspectors	Recognizing Structural Warning Signs	2.0
American Society of Home Inspectors	What the Heck is That?	2.0

**HOME INSPECTION ADVISORY COMMITTEE
MINUTES OF APRIL 15, 2014
PUBLIC SESSION**

American Society of Home Inspectors	Flat Roofs	2.0
American Society of Home Inspectors	Understanding & Resolving Foundation Issues	2.0
American Society of Home Inspectors	Heat Pumps & Dual Fuel Systems	2.0
American Society of Home Inspectors	Proper installation of Sewer Plumbing Vent & Water Heater	2.0
American Society of Home Inspectors	To be Safe or Not be Safe	2.0
American Society of Home Inspectors	EIFS Stucco & Stone Update	2.0
American Society of Home Inspectors	Inspecting Metal Plate Connected Wood Trusses	2.0
American Society of Home Inspectors	Inspecting Old Houses	2.0
American Society of Home Inspectors	Deadly Difference Ionization vs. Photo Electric Smoke Alarms	2.0
American Society of Home Inspectors	Deck Inspections	2.0
American Society of Home Inspectors	Tile Roofs Inspection	2.0
American Society of Home Inspectors	Chimney inspection	2.0
American Society of Home Inspectors	Combustion Safety Testing	2.0
American Society of Home Inspectors	Menace in the Mechanics	2.0
American Society of Home Inspectors	Attic & Crawlspace	2.0
American Society of Home Inspectors	Rules for Water Heaters	2.0
American Society of Home Inspectors	Inspecting with your Senses	2.0
American Society of Home Inspectors	Residential Moisture Intrusion	2.0
American Society of Home Inspectors	Electrical Theory	2.0
American Society of Home Inspectors	Lead Dust Sampling Technician	2.0
American Society of Home Inspectors	ASHI Standard Pre Drywall	2.0
American Society of Home Inspectors	Fortified Home inspection	2.0
American Society of Home Inspectors	Manufactured Homes	2.0
American Society of Home Inspectors	Pool & Spa	2.0
American Society of Home Inspectors	Radon	2.0
American Society of Home Inspectors	Risk Management	2.0
NY Metro ASHI	Inspecting Electrical Systems	1.0
McKissock 100% Education	Electrical Inspection Inside & Out	3.0

HOME INSPECTION ADVISORY COMMITTEE
MINUTES OF APRIL 15, 2014
PUBLIC SESSION

McKissock 100% Education	Safety Precautions for Home Inspectors	2.0
NJ Association of Home Inspectors	New Issues in Home Inspecting & Reporting	2.0
NJ Association of Home Inspectors	Inspector Round Table	1.0
NJ Association of Home Inspectors	Report Writing	2.0
NJ Association of Home Inspectors	Advanced Electrical Inspections	4.0
NJ Association of Home Inspectors	Low & Steep Slope Roof Systems	4.0
American Society of Home inspectors	Report Writing	2.0
ENCO Home Inspection	Fundamentals of Trench Drain Systems	2.0
ENCO Home Inspection	Understanding Synthetic Roof Materials	2.5
ENCO Home Inspection	Inspecting Below Grade Level Habitable Structures	4.5

REINSTATEMENTS

None

INFORMATIONAL ITEMS

The Committee, on a motion by Vice-Chairman Del Greco, second by Chairman Fitzpatrick, voted to delegate authority to approve applications and continuing education courses to an authorized Committee member between meetings.

PUBLIC COMMENTS

Laura Gill spoke about applicants for licensure completing continuing education courses prior to becoming licensed. Ms. Gill also asked about Committee enforcement over licensees completing their continuing education requirements.

MOVE TO EXECUTIVE SESSION

ACTION: The Committee, on a motion by Vice-Chairman Del Greco, second by Chairman Fitzpatrick, voted to enter into Executive Session to consider new and pending 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 3:00 PM.

APPROVED BY:

Michael Fitzpatrick
Chairman

Karl W. Reidel
Executive Director