

**MINUTES OF THE REGULAR MEETING OF THE
HOME INSPECTOR EXAMINERS COMMITTEE**

October 3, 2023

10:00 am

CALL TO ORDER:

At approximately 10:00 a.m., Vice-Chair Sam Haubrick called the meeting of the Committee of Home Inspector Examiners to order in the CIB Conference Room, 2401 NW 23rd Street, Suite 2F, Oklahoma City, OK 73107.

COMMITTEE MEMBERS PRESENT: Sam Haubrick, Robert Whipp, Paul Hassink, Crystal Manchester, and Mark Tate.

COMMITTEE MEMBERS ABSENT: Darryl Baskin, and Melissa Coon.

PRESENT FROM THE CONSTRUCTION INDUSTRIES BOARD:

Janis Hubbard, Administrator; Stan Scheilz, Home Inspection Supervisor; Dannette Yousey, Plumbing Division Secretary; Melissa Briones, Home Inspector Division Secretary, Richard Hager Plumbing Division Supervisor; Debra Wojtek, Public Relations and Outreach Officer.

OTHERS PRESENT: Jon Dutton, Assistant Attorney General; John A Davis, Big John Home Insp.

STATEMENT OF COMPLIANCE WITH THE OPEN MEETING ACT

This regular meeting of the Oklahoma Committee of Home Inspector Examiners, scheduled to begin at 10:00 a.m. on this 3rd day of October, 2023, has been convened in accordance with the Oklahoma Open Meeting Act, Oklahoma Statutes Title 25, §§ 301 through 314.

Further, this meeting was preceded by advance public notice filed electronically with the Secretary of State specifying the time and place of the meeting here convened. The agenda was posted and displayed in public view on the office site of the Construction Industries Board and notice of this meeting was given at least twenty-four (24) hours prior hereto.

Four (4) people have filed a written request for notice of meetings of this public body to date.

Read aloud this 3rd day of October 2023.

NEW BUSINESS

There was no new business.

PUBLIC COMMENT

No Public Comments

ACTION ITEMS:

DISCUSSION WITH POSSIBLE VOTE ON THE MINUTES OF THE REGULAR MEETING OF THE HOME INSPECTOR EXAMINERS COMMITTEE HELD APRIL 4, 2023.

The Committee was provided a draft of the Minutes for the April 4, 2023, meeting of the Committee of Home Inspector Examiners.

MOTION MADE BY MARK TATE WITH A SECOND BY ROBERT WHIPP TO ACCEPT THE APRIL 4, 2023, MEETING MINUTES.

MOTION PASSED

Voting aye: Sam Haubrick
Robert Whipp
Paul Hassink
Crystal Manchester
Mark Tate

Absent: Darryl Baskin
Melissa Coon

DISCUSSION AND POSSIBLE VOTE ON CEU REQUESTS:

CEU CONSENT AGENDA:

- A. *Mbition LLC, dba American Home Inspectors Training (AHIT)*, Electrical Basics – Panels, Wiring, and Defects, Online, Steven O’Donnell, Instructor, 3 Continuing Education Hours.

The Committee reviewed the material submitted by Mbition LLC, dba American Home Inspectors Training (AHIT), for 3 hrs. continuing education for home inspectors.

MOTION MADE BY MARK TATE WITH A SECOND BY ROBERT WHIPP TO ACCEPT THE MBITION LLC, DBA AMERICAN HOME INSPECTORS TRAINING (AHIT) AS PRESENTED.

MOTION PASSED

Voting aye: Sam Haubrick
Robert Whipp
Paul Hassink
Crystal Manchester
Mark Tate

Absent: Darryl Baskin
Melissa Coon

- B. **McKissock 100% Education**, Residential Properties and Radon Inspections, Online, Michael Leighty, Instructor, 3 Continuing Education Hours.
C. **McKissock 100% Education**, Residential Properties and Radon Inspections, Online Correspondence, Michael Leighty, Instructor, 3 Continuing Education Hours.

The Committee reviewed the material submitted McKissock 100% Education, for 3 hrs. continuing education for home inspectors.

MOTION MADE BY SAM HAUBRICK WITH A SECOND BY ROBERT WHIPP TO REMOVE ITEMS B AND C FROM THE CONSENT AGENDA FOR STAFF TO NOTIFY MCKISSOCK TO CHANGE TO 2 HOUR CLASSES.

MOTION PASSED

Voting aye: Sam Haubrick
Robert Whipp
Paul Hassink
Crystal Manchester
Mark Tate

Absent: Darryl Baskin
Melissa Coon

DISCUSSION AND POSSIBLE VOTE REGARDING RESULTS OF ASSIGNED COMPLAINT AGAINST HOME INSPECTOR, JOHN WILLIAM STERN.

Mr. Scheilz stated a complaint was filed regarding a home inspection conducted by Mr. Stern. There was no violation regarding the home inspection report, but Mr. Stern had failed to renew his license prior to the inspection, this was the subject of the complaint. Mr. Stern voluntarily refunded the inspection fee, renewed his license and has taken steps to prevent this from happening in the future. Mr. Scheilz' recommends that Mr. Stern be sent a letter of reprimand as allowed by statute.

MOTION MADE BY MARK TATE WITH A SECOND BY ROBERT WHIPP TO APPROVE THE DISMISSAL OF THE COMPLAINT AGAINST HOME INSPECTOR JOHN WILLIAM STERN.

MOTION PASSED

Voting aye: Sam Haubrick
Robert Whipp
Paul Hassink
Crystal Manchester
Mark Tate

Absent: Darryl Baskin
Melissa Coon

DISCUSSION AND POSSIBLE VOTE REGARDING RESULTS OF ASSIGNED COMPLAINT AGAINST HOME INSPECTOR, RUBEN HACMAN.

Mr. Scheilz stated there has been no evidence provided that supports a violation of the Home Inspector Rules or Act was committed; therefore, he recommends this case be dismissed.

MOTION MADE BY MARK TATE WITH A SECOND BY ROBERT WHIPP TO APPROVE THE DISMISSAL OF THE COMPLAINT AGAINST HOME INSPECTOR RUBEN HACMAN.

MOTION PASSED

Voting aye: Sam Haubrick
Robert Whipp
Paul Hassink
Crystal Manchester
Mark Tate

Absent: Darryl Baskin
Melissa Coon

DISCUSSION AND POSSIBLE VOTE REGARDING RESULTS OF ASSIGNED COMPLAINT AGAINST HOME INSPECTOR, SHAY MCHONE.

Mr. Scheilz stated multiple requests for additional information and evidence as well as written request for additional information was mailed. There has not been any evidence provided that supports that a violation of the Home Inspector Rules or Act was present at the time of the inspection; therefore, he recommends that this case be dismissed.

MOTION MADE BY CRYSTAL MANCHESTER WITH A SECOND BY MARK TATE TO APPROVE THE DISMISSAL OF THE COMPLAINT AGAINST HOME INSPECTOR SHAY MCHONE.

MOTION PASSED

Voting aye: Sam Haubrick
Robert Whipp
Paul Hassink
Crystal Manchester
Mark Tate

Absent: Daryl Baskin
Melissa Coon

ADJOURNMENT

MOTION MADE BY MARK TATE WITH SECOND BY ROBERT WHIPP TO ADJOURN.

MOTION PASSED

Voting aye: Sam Haubrick
Robert Whipp
Paul Hassink
Crystal Manchester
Mark Tate

Absent: Darryl Baskin
Melissa Coon

Minutes approved in Regular Session on the 5th day of December 2023.

/s/ Samuel Haubrick
Samuel Haubrick, Vice-Chairman

PREPARED BY: _____
/s/ Dannette Yousey
Dannette Yousey, Plumbing Division Secretary