

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

**June 3, 2025  
10:00 am**

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**CALL TO ORDER:**

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

**COMMITTEE MEMBERS PRESENT:** Sam Haubrick, Robert Whipp, Paul Hassink, Melissa Coon, Darryl Baskin

**COMMITTEE MEMBERS ABSENT:** John Stern, Brent Stovall

**PRESENT FROM THE CONSTRUCTION INDUSTRIES BOARD:**

Janis Hubbard, Administrator; Stan Scheilz, Home Inspection Liaison; Jolene Smith, Home Inspector and Roofing Division Secretary; Richard Hager, Plumbing Division Supervisor; Tony Desha, Public Relations and Outreach Officer.

**OTHERS PRESENT:** Jon Dutton, Assistant Attorney General.

**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 3<sup>rd</sup> day of June 2025, 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.

Six (6) people have filed a written request for notice of meetings of this public body to date.

Read aloud this 3<sup>rd</sup> day of June 2025.

**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 FEBRUARY 4<sup>TH</sup>, 2025**

The Committee was provided with a draft of the Minutes for February 4<sup>th</sup>, 2025, meeting of the Committee of Home Inspector Examiners.

MOTION MADE BY MELISSA COON WITH A SECOND BY DARRYL BASKIN TO ACCEPT THE FEBRUARY 4TH, 2025 MEETING MINUTES.

MOTION PASSED

Voting aye: Sam Haubrick  
Darryl Baskin  
Melissa Coon  
Paul Hassink  
Robert Whipp

Absent: John “Jay” Stern  
Brent Stovall

**DISCUSSION AND POSSIBLE VOTE ON HOME INSPECTOR APPLICATION FOR EQUIVALENCY DANIEL BACA.**

The Committee was provided a copy of the material submitted by the applicant. Stan Schielz began the discussion reviewing all the information provided by the applicant. Discussion was had amongst the committee members regarding testing and licensing obtained through the state of Texas.

MOTION MADE BY MELISSA COON WITH A SECOND BY DARRYL BASKIN TO APPROVE THE APPLICATION.

MOTION PASSED

Voting aye: Sam Haubrick  
Darryl Baskin  
Melissa Coon  
Paul Hassink  
Robert Whipp

Absent: Brent Stovall  
John “Jay” Stern

**DISCUSSION AND POSSIBLE VOTE REGARDING ASSIGNMENT/DISPOSTION OF COMPLAINT FOR INVESTIGATION AGAINST HOME INSPECTOR BRADLEY LATTING**

Stan Scheilz briefly described the submitted information and application. He advised that the information provided by the complainant supported the assignment of the complaint for further investigation. He recommended that the complaint be assigned for investigation.

MOTION MADE BY DARRYL BASKIN WITH A SECOND BY ROBERT WHIPP TO APPROVE THE ASSIGNMENT OF THE COMPLAINT FOR INVESTIGATION AGAINST HOME INSPECTOR BRADLEY LATTING.

MOTION PASSED

Voting aye: Sam Haubrick  
Darryl Baskin  
Melissa Coon  
Paul Hassink  
Robert Whipp

Absent: Brent Stovall  
John "Jay" Stern

**DISCUSSION AND POSSIBLE VOTE REGARDING THE RESULTS OF ASSIGNED COMPLAINT AGAINST HOME INSPECTOR JACOB WILLIAMS AND ANDREW CHEATHMAN.**

Stan Scheilz briefly described the information obtained from further investigation of the submitted complaint. He advised that the information provided by the complainant did not support further action to be taken against either home inspector.

MOTION MADE BY DARRYL BASKIN WITH A SECOND BY PAUL HASSINK TO NOT TAKE ANY FURTHER ACTION AGAINST HOME INSPECTORS JACOB WILLIAMS AND ANDREW CHEATHMAN

MOTION PASSED

Voting aye: Sam Haubrick  
Darryl Baskin  
Melissa Coon  
Paul Hassink  
Robert Whipp

Absent: Brent Stovall  
John "Jay" Stern

**DISCUSSION AND POSSIBLE VOTE ON CEU REQUESTS:**

**CEU CONSENT AGENDA:**

- A. McKissock 100% Education - Wood Destroying Organisms, Michael Leighty, Instructor, online for 3 CE credit hours*
- B. McKissock 100% Education – Online Correspondence: Wood Destroying Organisms, Michael Leighty, Instructor, online correspondence for 3 CE credit hours*
- C. American Society of Inspectors - Inspecting Manufactured Homes, Michael Casey, Instructor, online for 6 CE credit hours.*
- D. Tulsa Technology Center - Electrical, David Wiles, Rob Kirk, Joe Jolley, Instructors, May 1, 2025, for 4 CE credit hours.*
- E. Tulsa Technology Center - Ventilation & Interiors- Joe Jolley, Rob Kirk, & David Wiles, Instructors, October 4, 2025, for 4 CE credit hours.*

***F. Tulsa Technology Center – Exteriors - Rob Kirk, David Wiles, Joe Jolley,  
Instructors, June 10, 2025, for 4 CE credit hours.***

***G. Tulsa Technology Center – Plumbing - Joe Jolley, Rob Kirk, & David Wiles,  
Instructors, April 1, 2025, for 4 CE credit hours.***

***H. Tulsa Technology Center – Structures - David Wiles, Joe Jolley, Rob Kirk,  
Instructors, October 4, 2025, for 4 CE credit hours.***

***I. Tulsa Technology Center – Roofing - Rob Kirk, David Wiles, Joe Jolley, Instructors,  
July 24, 2025, for 4 CE credit hours.***

***J. Tulsa Technology Center - Air Conditioning - David Wiles, Rob Kirk, Joe Jolley,  
Instructors, April 12, 2025, for 4 CE credit hours.***

***K. Tulsa Technology Center – Heating - David Wiles, Rob Kirk, Joe (Joe) Jolley,  
Instructors, April 12, 2025, for 4 CE credit hours***

***L. Tulsa Technology Center – Professionalism - Joe Jolley, Rob Kirk, David Wiles,  
Instructors, December 6, 2025, for 8 CE credit hours.***

***M. Tulsa Technology Center – Marketing & Business Basics – Rob Kirk, David  
Wiles, Joe Jolley, November 20, 2025, for 4 CE credit hours***

Discussion was had among committee members regarding guidelines for courses A, B, L and M with concerns over course content not appearing to apply to Home Inspector training.

MOTION MADE BY MELISSA COON WITH A SECOND BY DARRYL BASKIN TO REMOVE ITEMS A, B, L, AND M FROM THE CONSENT AGENDA.

MOTION PASSED

Voting aye: Sam Haubrick  
Darryl Baskin  
Melissa Coon  
Paul Hassink  
Robert Whipp

Absent: Brent Stovall  
John “Jay” Stern

Discussion was had between committee members regarding the details of items C-K.

MOTION MADE BY MELISSA COON MADE WITH A SECOND BY SAM HAUBRICK TO APPROVE CONSENT AGENDA ITEMS C THRU K.

MOTION PASSED

Voting aye: Sam Haubrick  
Darryl Baskin  
Melissa Coon  
Paul Hassink  
Robert Whipp

Absent: Brent Stovall  
John “Jay” Stern

Discussion was had between committee members regarding the details of item A.

MOTION MADE BY MELISSA COON MADE WITH A SECOND BY SAM HAUBRICK TO DENY ITEM A.

MOTION PASSED

Voting aye: Sam Haubrick  
Darryl Baskin  
Melissa Coon  
Paul Hassink  
Robert Whipp

Absent: Brent Stovall  
John "Jay" Stern

Discussion was had between committee members regarding the details of item B.

MOTION MADE BY MELISSA COON MADE WITH A SECOND BY SAM HAUBRICK TO DENY ITEM B.

MOTION PASSED

Voting aye: Sam Haubrick  
Darryl Baskin  
Melissa Coon  
Paul Hassink  
Robert Whipp

Absent: Brent Stovall  
John "Jay" Stern

Discussion was had between committee members regarding the details of items L, that item L was included in the standards of practice and did meet the guidelines for Home Inspector training.

MOTION MADE BY MELISSA COON MADE WITH A SECOND BY PAUL HASSINK TO APPROVE ITEM L

MOTION PASSED

Voting aye: Sam Haubrick  
Darryl Baskin  
Melissa Coon  
Paul Hassink  
Robert Whipp

Absent: Brent Stovall  
John "Jay" Stern

Discussion was had between committee members regarding the details of items M.

MOTION MADE BY MELISSA COON MADE WITH A SECOND BY SAM HAUBRICK TO DENY ITEM M.

MOTION PASSED

Voting aye: Sam Haubrick  
Darryl Baskin  
Melissa Coon  
Paul Hassink  
Robert Whipp

Absent: Brent Stovall  
John "Jay" Stern

**DISCUSSION AND POSSIBLE VOTE FOR CHAIR, PURSUANT TO 59 O.S. § 858-624 (E)**

MOTION MADE BY MELISSA COON WITH A SECOND BY ROBERT WHIPP TO ELECT DARRYL BASKIN AS CHAIR.

MOTION PASSED

Voting aye: Sam Haubrick  
Robert Whipp  
Paul Hassink  
Darryl Baskin  
Melissa Coon

Absent: Brent Stovall  
John “Jay” Stern

**DISCUSSION AND POSSIBLE VOTE FOR VICE-CHAIR, PURSUANT TO 59 O.S. § 858-624 (E)**

MOTION MADE BY DARRYL BASKIN WITH A SECOND BY ROBERT WHIPP TO ELECT MELISSA COON AS VICE-CHAIR.

MOTION PASSED

Voting aye: Sam Haubrick  
Robert Whipp  
Paul Hassink  
Darryl Baskin  
Melissa Coon

Absent: Brent Stovall  
John “Jay” Stern

**ADJOURNMENT**

MOTION MADE BY MELISSA COON WITH SECOND BY PAUL HASSINK TO ADJOURN.

MOTION PASSED

Voting aye: Sam Haubrick  
Darryl Baskin  
Melissa Coon  
Paul Hassink  
Robert Whipp

Absent: Brent Stovall  
John “Jay” Stern

/s/ Darryl Baskin  
Darryl Baskin, Chairman

/s/ Brittany Haywood  
Brittany Haywood, acting Secretary to the Home Inspector Examiners Committee