



**State of Arizona**  
**BOARD OF TECHNICAL REGISTRATION**

1110 W. Washington Street, Suite 240, Phoenix, Arizona 85007  
(602) 364-4930 FAX: (602) 364-4931 <https://btr.az.gov/>

Roger Skaggs, Home Inspector • Peter Leeds, Home Inspector • Paul Staron, Home Inspector  
Kent Wilson, Public Member • Michael Kolejka, Architect

**MINUTES FOR**  
**HOME INSPECTOR RULES AND STANDARDS COMMITTEE SESSION MEETING**  
Tuesday, April 12, 2022, beginning at 9:30 a.m.  
1110 W. Washington, Conference Room #3100B  
Phoenix, AZ 85007

1. **CALL TO ORDER** – 9:33 am
2. **ROLL CALL**

**COMMITTEE MEMBERS PRESENT**

Roger Skaggs – Home Inspector (partially telephonic). Appeared virtually until 10:26 am when Mr. Skaggs arrived in-person.  
Peter Leeds – Acting Chair/ Home Inspector  
Paul Staron – Home Inspector  
Kent Wilson – Public Member (telephonic). Left at 10:30 am.

**COMMITTEE MEMBERS ABSENT**

Michael Kolejka – Architect

**BOARD STAFF PRESENT**

Judith Stapley – Executive Director  
Kurt Winter – Deputy Director  
Julie Pham – Licensing Manager  
Douglas Parlin – Enforcement Manager (telephonic)  
Hayden Weber – Executive Assistant

**ASSISTANT ATTORNEY GENERAL PRESENT**

Scott Donald, Esq. (telephonic)

3. **CALL TO THE PUBLIC**

Members of the public may address the Committee during this Call to the Public for no more than **3 minutes**. Pursuant to A.R.S. § 38-431.01(H), the Committee members are not allowed to discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. However, members may ask staff to review a matter or may ask that a matter be placed on a future agenda.

Nothing was discussed.

4. **ADOPTION OF MINUTES**

Review, Consideration and Possible Action on the following:

- A. Approve, modify and/or reject HIRSC Regular Session Minutes

a. February 15, 2022 Meeting Minutes

Mr. Staron moved and Mr. Skaggs seconded to accept the minutes as written; motion carried 5-0.

**5. REVIEW, DISCUSSION AND POSSIBLE ACTION ON THE FOLLOWING:**

**A. Home Inspector Standards of Professional Practice Revision (ongoing)**

The Committee discussed revisions/additions to the Standards of Professional Practice. Mr. David Swartz, certified home inspector was present telephonically to participate in the discussion.

The Committee discussed revisions/additions to the following Standards of Professional Practice items: Table of Contents, 2.2, 3.2, 4.1, 4.2, 5.1, 5.2, 5.3, 6.1, 6.3, 7.1, 7.2, 7.3, 8.1, 8.2, 8.3, 9.1, 9.3, 10.0, 10.1, 10.3, 11.1, 11.2, 11.3, 12.2, 12.3 and the Glossary.

**B. Home Inspector Standards of Professional Practice for the Inspection of Swimming Pools and Spas Revision**

The Committee discussed revisions/additions to the Standards of Professional Practice for the Inspection of Swimming Pools and Spas. Mr. Swartz was present telephonically to participate in the discussion.

The Committee discussed revisions/additions to the following Standards of Professional Practice for the Inspection of Swimming Pools and Spas items: 1.2, 2.1, 2.2, 2.3, 3.1, 3.2, 4.1, 4.2 and the Glossary.

**C. Parallel Inspection Requirements**

Mr. Gilliland, home-inspector applicant, appeared before the Committee telephonically to discuss the difficulties of finding Parallel Inspectors and the possibility of the Board considering changes to Parallel Inspection Requirements. Mr. Keith Smith, certified home-inspector, was present to participate in the discussion. Mr. Swartz was present telephonically to participate in the discussion. Mr. Staron referred Mr. Gilliland to contact Mr. Bryck Guibor, owner of Brick by Bryck Home and Building Inspections for assistance on finding parallel inspectors in the Tucson area.

**D. Possible Rules Clarification and/or Rules Revision to be incorporated into a Rules Package for recommendation to the Board**

**a. Home Inspector Definitions A.A.C. R4-30-102**

The Committee discussed revisions/additions to Home Inspector Definitions A.A.C. RE-30-102. Assistant Attorney General Mr. Scott Donald, Esq. was present telephonically to participate in the discussion. Mr. Smith was present to participate in the discussion.

The Committee discussed revisions/additions to the following Home Inspector Definitions A.A.C. RE-30-102 items: 1, 2 and 4.

**b. Home Inspector Certification A.A.C. R4-30-247**

The Committee discussed revisions/additions to Home Inspector Certification A.A.C. R4-30-247. Mr. Stewart was present telephonically to participate in the discussion.

The Committee discussed revisions/additions to the following Home Inspector Certification A.A.C. R4-30-247 items: A-G.

- c. Home Inspector Rules of Professional Conduct A.A.C. R4-30-301.01

Nothing was discussed.

## 6. COMMITTEE CHAIRMAN'S REPORT

Nothing to discuss.

## 7. FUTURE AGENDA ITEMS

The Committee requested that an agenda item regarding reciprocity in terms to experienced out of state applicants as well as the possibility of adapting a certification/course for establishing a "Parallel Inspector." Committee members requested that an agenda item be added regarding reaching out to EAC members to serve as a "Peer Reviewer." Board staff will present their re-written definition combining "Parallel Inspector" and "Peer Reviewer." Committee members requested that an agenda item be added regarding fingerprint clearance changes. Committee members requested that agenda item 5.D. be placed onto a future Committee meeting agenda. Mr. Staron will present second opinion obtained regarding discussion on the definition of "Fire Egress."

## 8. FUTURE MEETINGS

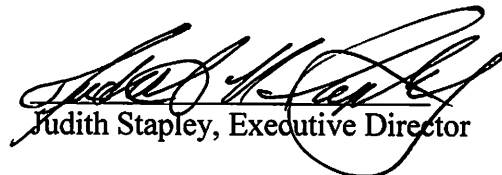
June 15, 2022.

## 9. ADJOURNMENT

At 12:36 pm, Mr. Leeds moved and Mr. Skaggs seconded to adjourn the meeting. The motion carried 4-0.



Peter Leeds, Acting Chair



Judith Stapley, Executive Director