

DRAFT Minutes of the North Carolina Home Inspector Licensure Board

July 11, 2025

The regular meeting of the North Carolina Home Inspector Licensure Board (“Board”) was held 9:00 AM on Friday, July 11, 2025, in person at 1429 Rock Quarry Rd. Suite 105, Raleigh, NC 27699 and by video teleconference via Webex.

The following members of the Board were present at location:

Chairman David Dye Robert Roegner D. Arthur Hall David Price
Connie Corey

The following members of the Board were present via Webex:

Derrick Johnson Chad Abbott

William “Bill” Morris was absent.

Gina M. Von Oehsen Cleary and Denise Stanford from the North Carolina Department of Justice, Attorney General’s Office, were present at location and served as counsel for the Board.

Kyle Heuser, Assistant General Counsel from North Carolina Office of the State Fire Marshal and Malik Gordon, a legal intern with the Office of the General Counsel of the Department of Insurance, were present at location.

The following staff members from the North Carolina Office of the State Fire Marshal, Engineering Division were present at location:

Sam Whittington Bonnie Bentley Jeff Griffin Beth Williams
Rodney Daughtry Sarah Barcenaz Anna Basile

The following staff members from the North Carolina Office of the State Fire Marshal, Engineering Division were present via Webex:

Rich Hall Katherine Vincent Joe Starling

The following members of the public were present at location:

Wilson Fausel

The following members of the public were present via Webex:

James Kellogg	Bonnie Gregory	Cassondra
Maurice Brown	Eric Coates	Tara
Sandy Carrington	April Gregory, Esq.	Grant

Lee Langston
Ken Brittain

Bartha
Schmid

Introduction

Chairman David Dye called the meeting to order and provided opening remarks. David Price read the Ethics Awareness and Conflict of Interest reminder. The N.C. State Ethics Commission finds that Board members who are Home Inspectors, because they serve on the Board that certifies them, should exercise appropriate caution in the performance of their public duties should issues involving their licenses or that of any of their employees come before the Board. This would include recusing themselves to the extent that their interests would influence or could reasonably appear to influence their actions. No conflicts were noted.

Approval of Minutes

Connie Corey moved to approve the April 11, 2025, regular meeting minutes. Chad Abbott seconded the motion. Motion carried.

Staff Report

Beth Williams shared activity statistics for FY 2024-2025 4th quarter and the total FY on the table below. Williams stated that licenses and applications are following the industry trend.

HILB	Total FY 2022-2023	Total FY 2023-2024	1st QTR Jul - Sep	2nd QTR Oct - Dec	3rd QTR Jan - Mar	4th QTR Apr - Jun	Total FY 2024-2025
Licensees	2,072	1,993	1,577	1,805	1,882	1,930	1,930
Applications	378	342	69	69	93	88	319
Pre-Licensing	286	300	60	57	65	65	247
Military/Spouses	97	90	16	17	17	18	68
Criminal History	35	37	6	8	13	8	35
Exam eligibilities	385	390	69	69	93	88	319
Exams taken	430	403	71	83	90	74	318
Exams passed	266	252	45	61	61	48	215
Licenses issued	294	242	38	68	61	48	215
Complaints	54	50	13	11	17	14	55
Disciplinary actions	15	16	9	4	5	3	21

Robert Roegner shared that Mike Hejduk has joined the Department of Administration. Joe Starling stated he will act as interim Executive Director for the Board. The Board and staff answered questions about the process for filing the position of the Executive Director. Roegner stated that he and Starling are considering a reorganization moving forward. Starling will provide an update at the October meeting.

Committee Reports

Application Evaluation Committee

Price reported the Application Evaluation Committee met on June 30, 2025, via Webex.

Price moved to approve the following 16 applicants to sit for the licensure exam. Corey seconded the motion. Motion carried.

1. Michael Lancaster
2. Jeffery Ryan
3. Abigail Poling
4. Charles Deziel
5. Michael Kalezic
6. Walter Marshall
7. Randy Burke
8. Nick Langer
9. David Oldham
10. Phillip Murray
11. Daniel Ubl
12. John Millett
13. William Sullivan
14. Valarie Fleming
15. Andrew Smith
16. Christopher Pharr

Price moved to approve applicant Christopher Burnett who sought a pre-determination for permission to sit for the exam on successful completion of the pre-licensing courses. Corey seconded the motion. Motion carried.

Examination Committee

Roegner reported that the Examination Committee met on July 1, 2025.

Rich Hall thanked the participating subject matter experts and staff for their help with the HILB Test Item Review sessions. Hall presented information on the sessions and updates regarding the testing software program, Questionmark. Chairman Dye thanked the whole team at OSFM for their work. The Board and staff discussed financial requirements related to use of Questionmark.

Finance Committee

Due to Treasurer Bill Morris's absence, Roegner provided the update on the revenues, expenditures, and fund balance for the fiscal year as set forth in the following tables and stated the Board is financially in a good position.

Type	Unit	Count	Total
Application	\$35	254	\$8,890
Exam	\$80	350	\$28,000
License issue	\$160	215	\$34,400
Renewal	\$160	1,826	\$292,160
Late	\$30	311	\$9,330
<u>Licensing Sub-Total</u>			\$372,780
Course Approval	\$150	264	\$39,600
Course Renewal	\$75	65	\$4,875
Per Student Fee	\$5	29,200	\$146,000
<u>Education Sub-Total</u>			\$190,475
Grand Total			\$563,255

Month	Expenditures	Revenues	Fund Balance
Jul	\$ 30,612.44	\$ 33,495.00	\$ 2,439,051.77
Aug	\$ 68,577.97	\$ 119,935.00	\$ 2,487,526.24
Sep	\$ 98,482.07	\$ 323,460.00	\$ 2,661,147.14
Oct	\$ 141,502.28	\$ 435,815.00	\$ 2,730,481.93
Nov	\$ 170,954.01	\$ 457,575.00	\$ 2,722,790.20
Dec	\$ 215,628.11	\$ 468,460.00	\$ 2,689,001.10
Jan	\$ 257,292.16	\$ 484,335.00	\$ 2,663,212.05
Feb	\$ 291,880.88	\$ 499,635.00	\$ 2,643,923.33
Mar	\$ 326,771.19	\$ 524,270.00	\$ 2,436,169.21
Apr	\$ 384,140.57	\$ 540,115.00	\$ 2,592,143.64
May	\$ 422,347.14	\$ 552,895.00	\$ 2,566,717.07
Jun	\$ 426,841.06	\$ 562,110.00	\$ 2,571,438.15

Legislative Committee

Chairman Dye reported the Legislative Committee met on July 7, 2025.

The Board, staff, and legal discussed the S.B. 451 Licensing Board CE Reduction edits approved by the Legislative Committee. Chairman Dye moved to approve the following edits

recommended by the committee, which will then be sent to the bill sponsors. Price seconded the motion. Motion carried.

"§ 143-151.64. Continuing education requirements.

- (a) Requirements. – The Board may establish programs of continuing education for licensees under this Article. A licensee subject to a program under this section shall present evidence to the Board upon the license renewal following initial licensure, and every renewal thereafter, that during the ~~12 months~~ applicable period preceding the annual license expiration date the licensee has completed the required number of classroom hours of instruction in courses approved by the Board. ~~Annual continuing~~ Continuing education hour requirements shall be determined by the Board, but shall not be less than ~~12~~ six ~~six~~ eight credit hours and no more than ~~20 hours~~. 10 12 credit hours annually, or alternatively, at the Board's choice, shall not be less than 12 16 credit hours and no more than 20 24 credit hours over a two-year period. The Board shall notify licensees of the selected continuing education option no less than 90 days before the start of the applicable continuing education cycle. The Board may approve continuing education courses that are delivered online in a self-paced format that allows licensees to progress through the course material at their own pace, including completion in less time than the nominal credit hour assignment, such as online modules, asynchronous courses, and competency-based assessments, so long as the licensee demonstrates completion of all course content and mastery of learning objectives through assessments or other Board-approved means. No member of the Board shall provide or sponsor a continuing education course under this section while that person is serving on the Board.

Kyle Heuser reviewed the purpose of the rule making co-coordinator and the process to appoint a new co-rule making coordinator because of Hejduk's new position and vacancy. Roegner moved to permit Joe Starling serve as the rule making co-coordinator. Price seconded the motion. Motion carried.

Chairman Dye stated that H.B. 763 Neighbor State Licensing Recognition Act was reviewed by the committee. Heuser noted that the bill has been enacted since the committee's last review.

Sam Whittington had informed the Board that the Pre-Drywall Advisory Committee recommends seeking a legislative change to N.C. Gen. Stat § 143-151.58(a2) which requires when a licensee must provide photocopies of the code. The committee recommends that the Board pursue a legislative change that would deem other acceptable ways of providing access to copies of the code such as a link or other more modern means. Price moved to pursue possibility for a statutory change that would allow additional and more modern acceptable ways for licensees to provide access to code provisions in addition to photocopies. D. Arthur Hall seconded the motion. Motion carried.

Education Committee

Derrick Johnson reported the Education Committee met on June 25, 2025, via Webex.

Rodney Daughtry reported that the audit on the 120-hour pre-licensing course classes is almost complete and shared a preliminary finding that there has been a decrease in the number of providers that offer a 120-hour pre-licensing course. Because of this, Daughtry also mentioned that he plans to make some changes to the provider list upon the completion of the audit.

Daughtry noted that the FY 2025-2026 NCHILB Board Mandated Course is under development and on track for to be offered soon.

Daughtry shared that John Follari is interested in becoming an 80-hour Field Trainer. He reported that the Education Committee recommended to approve Follari as a Field Trainer. Johnson moved to approve Follari as Trainer. Roegner seconded the motion. Chairman Dye inquired as to how the Board qualifies individuals for the 80-hour Field Trainer role. Daughtry provided the Board with information on that process. Motion carried.

Investigation Review Committee

Hall reported the Investigation Review Committee met on June 5, 2025, and July 7, 2025, and reviewed the following cases and recommended they be resolved via consent agreements:

Consent Agreement

- **819 Huggins – Griffin**
- **1059 Carrington #5613 (Bartha) – Whittington**
- **1064 Luhrsen #5619 (Genstil) – Bentley**
- **1070 Pappas #4956 (Amick) – Whittington**
- **1083 Burnside #4629 (Takla) – Bentley**

Roegner moved to approve a consent agreement for **819 Huggins**.
Corey seconded the motion. Motion carried.

Hall moved to approve a consent agreement for **1059 Carrington**. Roegner seconded the motion.
Motion carried.

Hall moved to approve a consent agreement for **1064 Luhrsen**.
Roegner seconded the motion. Motion carried.

Hall moved to approve a consent agreement to resolve **1070 Pappas**.
Roegner seconded the motion. Motion carried.

Hall moved to approve a consent agreement to resolve **1083 Burnside**. Roegner seconded the motion. Motion carried.

Letter of Caution

- **1050 Hardesty #3362 (Lewis) – Whittington**
- **1075 Starr #3700 (Bibbee) – Griffin**

- **1084 Kuhn #4914 (Griffin) – Griffin**

Hall moved to approve the issuance of a Letter of Caution and close the following matters: **1050 Hardesty**, **1075 Starr**, and **1084 Kuhn**.

Roegner seconded the motion. Motion carried.

Dismiss

- **1077 Bolick #2761 (Jordan) – Griffin**
- **1078 Lavigne #3643 (Orr) – Bentley**
- **1080 Hohenburger #4372 (Kenville) – Bentley**
- **1081 Williams #3313 (Canaday) – Griffin**
- **1086 Hickey #4029 (Frederick) – Bentley**
- **1089 Norton #2145 (Hurley) – Whittington**
- **1092 Sweeting #5106 (Diggins) – Griffin**

Hall moved to dismiss the following matters: **1077 Bolick**, **1078 Lavigne**, **1080 Hohenburger**, **1081 Williams**, **1086 Hickey**, **1089 Norton**, and **1092 Sweeting**. Roegner seconded the motion. Motion carried.

Other Recommendations to the Board

- **Accept Adobe signatures for consent agreements**

Hall made a motion that the Board accept Adobe electronic signatures on consent agreements. Roegner seconded the motion. Motion carried.

Bartha asked about the difference between a consent agreement and a letter of caution. Whittington addressed the inquiry.

Standards of Practice Committee

Price reported the SOP Committee met on June 30, 2025, and reviewed the following.

- **Crawl space access – HILB reports**
- **Pre-Drywall Committee**
- **Designate Rule Making Co-coordinator**
- **Strategic Planning Update**

Price shared that the Committee discussed the proposed changes to 11 NCAC 08 .1106 regarding crawlspace access. Hueser provided the Board with an update on 11 NCAC 08 .1117, which is a new rule, and stated that he, Whittington, and Cleary will meet to review the proposed changes to the Rule. Hueser reviewed the different actions that the Board may decide to take once staff is done with the draft. Price suggested that it be returned to the SOP Committee for further review.

Price noted the following list of highlights from the Pre-Drywall Committee's recommendations:

Pre-Drywall Advisory Committee Topics Discussed, Action Items

- No additional certification or licensure to perform pre-drywall inspections.
- Recommend additional training on pre-drywall inspections prior to doing these inspections. Consider for 2026 mandatory update course to include guidelines from the Board if you are going to do these inspections.
- Board to pursue a statute change to remove photocopies requirement to cite NC Building Code from NC General Statute § 143-151.58(a2). Recommend change from photocopies to a link or other reference to applicable code. <https://www.ncosfm.gov/codes/codes-current-and-past>
- Proposed a Draft of the Standard of Practice for Pre-drywall inspections.

Price mentioned that Corey moved to bring the last bulleted item to the full Board. Whittington acknowledged Bonnie Bentley and Jeff Griffin for their support in creating the draft SOP for Pre-dry-wall inspections. Chairman Dye recognized and thanked the home inspectors that participated in this effort as well. Price attempted to move to approve the pre-drywall SOP draft, but Hueser clarified that this new proposed Rule, 11 NCAC 08 .1117, must first be reviewed by legal and staff prior to a vote.

Chairman Dye asked Heuser to introduce his guest. Hueser introduced Malik Gordon, who is an intern in the General Counsel's Office at the North Carolina Department of Insurance and has assisted Hueser and the Department of Insurance this summer. Gordon was responsible for preparing a first draft of the MOU relating to Questionmark, and Heuser commended his great work.

Public Comment

Chairman Dye reviewed the guidelines for making a public comment before opening the floor.

Wilson Fausel stated that he is a retired home inspector and currently working as a temporary contractor with OSFM to help the Board with report reviews. Fausel and the other team members have made progress on the project but would like some direction now that Mike Hejduk has started a new opportunity. Chairman Dye suggested that Starling and staff mark this as an action item for follow up with Fausel to get the important report reviews back on track. Chairman Dye also recognized Fausel for being an early mentor and walking him through his first pre-drywall inspection.

Lee Langston brought forward continued concerns regarding HomeCloud conducting unlicensed home inspections and inquired about the actions the Board has taken. Chairman Dye understood Langston's concern and clarified that the Board solely has jurisdiction over licensed home inspectors. Cleary mentioned that the Board is also limited in the matters they can discuss during an open session and noted that actions have been taken, one being the issuance of an advisory letter authored by Denise Stanford of the Attorney General's office, which was sent to HomeCloud earlier this year and two being the Board's unanimous motion to exercise all powers

to do all things necessary to enforce the Home Inspector Licensure Act against unlicensed individuals who perform home inspections in North Carolina for a fee – whether that be for HomeCloud or other companies. Langston sought more details on the Board’s overall position as to HomeCloud. Cleary stated that the Board has the authority to pursue an injunction, and to that end, this matter has been referred to the Attorney General’s Office. Langston asked if closed sessions are required since the matter involves an unlicensed party over which the Board lacks jurisdiction. Cleary stated that it is proper to discuss matters as to HomeCloud in closed session to preserve and protect confidential information covered by the attorney-client privilege and to have an opportunity to provide legal advice to the Board. Cleary stated the perception that that nothing is being done is inaccurate.

Langston stated that he tried to attend the Board meeting in person at OSFM’s offices at the address listed on the website, which led him to the Rock Quarry Rd address, but did not see indication from signage that OSFM was located at the building. Chairman Dye confirmed OSFM’s current address is: 1429 Rock Quarry Rd, Suite 105, Raleigh, NC 27610, and there was discussion that the building may be difficult to see from the parking lot due to landscaping.

Bartha expressed interest in engaging in public comment but was unable to due to technical difficulties with her use of WebEx.

Unfinished Business

Price talked through the following list of strategic priorities from last year’s strategic planning session.

Strategic Priorities

- 1: Standardize Summary to Improve Consumer Trust**
- 2: Reducing Complaints by 10% Over Four Years – Report Reviews**
- 3: Developing Pre-Drywall Inspection Standards**
- 4: Modernizing the Licensing and Application Process - [PayIt](#)**
- 5: Adopting Emerging Technologies in Inspections - Drones**
- 6: Strengthening Legislative Relationships and Advocacy**

Chair Dye noted that, so far, the Board has acted on all six items.

Election of Officers

Corey moved to approve the following slate of Board officers:

- Chairman, David Price
- Vice Chairman, Derrick Johnson
- Treasurer, Chad Abbott
- Secretary, Rob Roegner

Chairman Dye seconded the motion. Motion carried.

The following changes were made to the Board's committee assignments:

- Dye will be added to the IRC, and SOP Committees and will serve as chair the SOP Committee.
- Abbott will be added to the Finance Committee and will serve as chair the Finance committee.
- Price will be added to the Education and Legislative Committees and will serve as chair of the Legislative Committee.
- Johnson will be added to the Examination Committee.

New Business

Chair Dye mentioned the ethics concerns regarding solicitation of repairs. The Board has been made aware that there are companies that are offering and advertising solicitation of repairs and estimates as a part of their home inspections. Chairman Dye made a motion for staff to send an email reminder as to the 11 NCAC 08 .116(h).

Roegner seconded the motion. Motion carried.

Heuser discussed the MOU between COQB, OSFM, and HILB regarding the testing software Questionmark. He provided details about the agreements and negotiations with Questionmark. Hueser recommended the Board move and sign the MOU. Chairman Dye inquired about the section that mentions splitting the setup fee and annual fee costs with COQB and OSFM. Heuser answered his question. Chairman Dye moved to approve the MOU. Price seconded the motion. Motion carried.

The Board presented an appreciation plaque for Mike Hejduk to thank him for his dedication, commitment, and years of service to the Board.

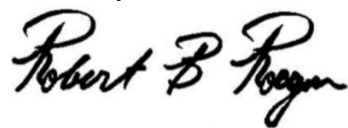
Chairman Dye congratulated Eddie Carapezza on his retirement and thanked him for all his work, effort, and mentorship as a home inspector.

Adjournment

Price moved to adjourn.

Roegner seconded the motion. Motion carried.

Sincerely,



Secretary, N.C. Home Inspector Licensure Board