

**HOME INSPECTORS LICENSING BOARD**  
**NOVEMBER 30, 2021**  
**Via Telephone Conference Pursuant to Executive Order 20-09**  
**Access the meeting online or via telephone at:**  
<https://IndianaEnhanced.Webex.com/join/PLAWebex>  
[1.240.454.0887, Access Code 610915440](https://IndianaEnhanced.Webex.com/join/PLAWebex)

**CALL TO ORDER**

The meeting was called to order at 9:00 AM by John Longnecker, pursuant to public notice posted at the principal office of the board at least forty-eight (48) hours before the time of the meeting.

**BOARD MEMBERS PRESENT:** John Longenecker, Chairperson  
Mark Genung, Vice Chairman  
Phillip Thornberry

**BOARD MEMBERS ASENT:** Paul Shoopman

**STATE OFFICIALS PRESENT:** Tracy Hicks, Board Director  
Colette Ritter, Assistant Board Director  
James Harry, Deputy Attorney General

**PLEDGE OF ALLEGIENCE**

**ADOPTION OF THE MINUTES FROM THE JULY 13, 2021, MEETING OF THE BOARD**

A motion was made and seconded to adopt the minutes of the July 13, 2021, meeting.

Thornberry/Genung  
3/0/0

Voting in Favor: John Longnecker, Mark Genung, and Phillip Thornberry.  
Motion carried.

**OFFICE OF THE ATTORNEY GENERAL'S REPORT**

Written and verbal report provided.

**PERSONAL APPEARANCE AND CONSIDERATION OF APPLICATION FOR HOME INSPECTOR LICENSE**

A. James Urban

A motion was made and seconded to table the application for a personal appearance.

Genung/ Thornberry  
3/0/0

Voting in Favor: John Longnecker, Mark Genung, and Phillip Thornberry.  
Motion carried.

**CONSIDERATION OF PROPOSED SETTLEMENT AGREEMENT**

A. Randy Mee, HI02000042, 2021HILB0002

A motion was made and seconded to accept the proposes settlement agreement.

Thornberry/Genung  
3/0/0

Voting in Favor: John Longnecker, Mark Genung, and Phillip Thornberry.  
Motion carried.

**ADMINISTRATIVE HEARINGS**

A. Kyle Pfeifer, HI01700103, 2021HILB0003

A motion was made and seconded to accept the Amended Complaint.

Genung/ Thornberry

3/0/0

Voting in Favor: John Longnecker, Mark Genung, and Phillip Thornberry.

Motion carried.

A motion was made and seconded to find him in violation of the one count and issue a letter of reprimand.

Genung/ Thornberry

3/0/0

Voting in Favor: John Longnecker, Mark Genung, and Phillip Thornberry.

Motion carried.

**CONSIDERATION OF APPLICATION FOR LICENSE RENEWAL**

- A. Mardon DeMichele, HI01400118
- B. Rodney Glasgow, HI01000004
- C. Sean Hanifen, HI01700065
- D. Robin Lowry, HI01600027
- E. Kerry Mathew, HI02000009
- F. Jeffery Mires, HI01900099
- G. Scott Stern, HI02000032
- H. Matthew Todd, HI02000101

A motion was made and seconded to issue a Notice of Non-Compliance for all, require they make up the CE hours within six (6) months, and to change their license status to valid to practice while reviewed.

Genung/ Thornberry

3/0/0

Voting in Favor: John Longnecker, Mark Genung, and Phillip Thornberry.

Motion carried.

**APPLICATION FOR APPROVAL OF PRE-LICENSING COURSE PROVIDER**

A. InspectionGo Academy

A motion was made and seconded to approve the application.

Thornberry/Genung

3/0/0

Voting in Favor: John Longnecker, Mark Genung, and Phillip Thornberry.

Motion carried.

**APPLICATION FOR APPROVAL TO PROVIDE CONTINUING EDUCATION**

- A. McKissock 100% Education
  - Mold and Home Inspections: An Overview – 2 Hours Distance Learning
  - Plumbing Cross Connections and Issues for Home Inspectors 3 Hours Distance Learning

A motion was made and seconded to approve the application.

Thornberry/Genung

3/0/0

Voting in Favor: John Longnecker, Mark Genung, and Phillip Thornberry.

Motion carried.

**CONSIDERATION OF A NEW BOARD MEMBER ELECTRONIC MEETING POLICY**

A motion was made and seconded to require at least two (2) members be present at board meetings.

Genung/Longenecker

3/0/0

Voting in Favor: John Longnecker, Mark Genung, and Phillip Thornberry.

Motion carried.

**CORRESPONDENCE FROM AMERICAN HOME INSPECTORS TRAINING**

The Office of the Attorney General advised the Board that they may not interpret statutes or rules for the public.

**ADJOURNMENT**

The meeting was adjourned at 10:55 a.m.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date