

**HOME INSPECTION LICENSING BOARD
DRAFT
MEETING MINUTES
September 19, 2023**

BOARD MEMBERS PRESENT

Marc A. Champagne
Timothy Needham
Lawrence R. Willette
Bruce Schaefer

DCP STAFF PRESENT

Jason Cohen, Director of Operations
Rachelle Hyburg, Board Coordinator
Janita Hamel, Supervising Special Investigator
Marguerite Poisson, License & Applications Specialist
Leslie O'Brien, Legislative Director
Ryan Burns, Legal Director

PUBLIC PRESENT

None.

Note: The administrative functions of the Boards, Commissions, and Councils are carried out by the Department of Consumer Protection.

Website: www.ct.gov/dcp

E-Mail: dcp.boards.commissionsandhearings@ct.gov

CALL TO ORDER

The meeting was called to order by Chairman Willette at 9:01 am via Microsoft Teams.

REVIEW OF MINUTES

06/20/2023

- Board Member Schaefer made a motion to approve the minutes. Board Member Needham seconded the motion. The motion passed unanimously.

COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY

None.

DCP INVESTIGATION DIVISION COMPLAINT STATUS REPORT

- 5/1/23-6/30/23 – 1 closed, no new
- 7/1/23-8/31/23 – 2 closed, no new

DCP LEGAL DIVISION

- Smoke Detector Legislation Discussion
 - The Board would like to make sure they receive updates as this progresses.

OLD BUSINESS

- Hardship waiver request: Mr. Lopez – no further information received from requestee.

NEW BUSINESS

- Hardship waiver requests
 - Jeremy Babiec – active license, waiver no longer applicable.
- Legislation for Waiving Inspection Services Discussion
 - Discussed sharing the proposed legislation for Massachusetts with associations to help gauge support for a similar process in CT.
- Board Member onboarding/referral process discussion

CORRESPONDENCE

None.

COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY

None.

ADJOURNMENT

Board Member Needham made a motion to adjourn. Board Member Schaefer seconded the motion. The motion passed unanimously, and the meeting adjourned at 9:42 am.

Respectfully submitted,

Rachelle Hyburg
Board Coordinator

2023 MEETING SCHEDULE:

December 19