



**STATE OF WASHINGTON  
DEPARTMENT OF LICENSING  
WASHINGTON STATE HOME INSPECTOR  
ADVISORY LICENSING BOARD  
MEETING AGENDA**

**DATE:** Thursday September 21, 2023  
**TIME:** 10:00 AM  
**LOCATION:** Virtual via Microsoft Teams  
**JOIN ON TEAMS APP:** [Click here to join the meeting](#)  
**JOIN ON THE WEB:** [Click here to join via web](#)  
**MEETING ID:** 279 682 974 507  
**PASSCODE:** oATMGz  
**CALL IN:** (audio only) 564-999-2000 (Olympia) or 833) 322-1218 (Toll Free)  
**PHONE CONFERENCE ID:** 652 460 898 #

1. **Call to Order**
2. **Roll Call**
3. **Approval of Agenda**
4. **Approval of Minutes**
  - 4.1. **Approval of June 15, 2023 Minutes**
5. **Awards/Recognition**
  - 5.1. **Meet the Director**

DOL Director Marcus Glasper will introduce himself to the Board.
6. **Old Business**
  - 6.1. **Structural Pest Inspection (SPI) License**

Staff will clarify the scope of work for Home Inspectors with no SPI license.
7. **New Business**
  - 7.1. **Washington Center for Real Estate Research (WCRER) Housing Report**

Mason Virant, Associate Director of WCRER, will give a summary of the Second Quarter Housing Report.
  - 7.2. **Complaint Process**

Staff will provide an overview of the submission and review of complaint process, particularly in a bad school experience.
  - 7.3. **Legislature 101**

Staff will provide an overview of the Legislative and Rulemaking Process.
8. **Reports**
  - 8.1. **Subcommittee Reports**

### **8.1.1. Changing Business Practice (CBP) Subcommittee**

The Subcommittee will report-out on the research completed and Washington Advisory Code (WAC) revision progress.

### **8.1.2. Diversity, Equity, and Inclusion (DEI) Subcommittee**

The Subcommittee will report-out on the progress made developing a communication plan.

### **8.1.3. Education Subcommittee**

The Subcommittee will report-out on the progress made on review of education-related WAC, and the outreach work completed.

## **8.2. Staff Reports**

### **8.2.1. Licensee Counts**

Staff will provide data on the current licensees by age, status, and county.

### **8.2.2. Testing Pass Rates**

Staff will provide data on the current pass rates.

### **8.2.3. Review of Master Action Items**

Staff will provide a review of current and ongoing action items.

## **9. Public Comments**

The public may address the Board on matters within the Board's jurisdiction, either verbally during the meeting or by submitting written comments. Verbal comments are limited to one three-minute comment. Written comments are limited to no more than 500 words and must be emailed to [DOLBoards@dol.wa.gov](mailto:DOLBoards@dol.wa.gov) no less than two business days prior to the meeting with the subject line "Public Comment: Home Inspector Board."

In response to all public comments, the Board is limited to requesting that the matter be added to a future agenda for discussion or directing staff to study the matter further. Inflammatory comments and language will not be permitted.

## **10. Conclusion**

### **10.1. Announcements**

### **10.2. Requests for Future Agenda Items**

### **10.3. Review of Action Items and Items for Next Meeting**

## **11. Adjournment**

### **Next Board Meeting:**

December 14, 2023

10:00 AM

Virtual via Microsoft Teams