

RENTAL INSPECTION PROCESSES SUBCOMMITTEE

June 16, 2026

Participants: Solveig Spjeldnes, Jennifer Woody-Collins, Matt Hull, and Jim Kaufman (on the phone)

Visitor – Katelyn Fox, Treasurer for Ohio University Student Senate

- **Code Enforcement Policies** - meeting with Yellow Springs
- **Survey Progress** (583 tenant, 233 landlord responses; data analysis plan) Erica, doctoral student, is starting analysis--Jennifer completed de-identification of the data
- **Focus Groups** - Dr. Morgan's students will be trained and may do some with tenants on their own.
- **Revenue & Budget Analysis** is on hold for now.
- **Technology & Efficiency Solutions** Matt had suggestions that he will follow-up about.
- **Workflow & Process Improvements** – We need to hear what code office inspectors and staff suggest. Plus, we need to discuss ideas proposed by our landlord representatives with Tom Pyle and his staff.
- **Research on Other Models** (Metropolitan Housing Authority, public health, other communities--Yellow Springs, Logan, OSU – Best practices per professional organizations/other cities.
- **Technology & Educational Materials** - renter and landlord education videos/booklets/training
- **GIS Mapping with** link to inspection records - Rob Delach's work
- **Key Concerns Raised to Explore** - legal vulnerability, understaffing, gaps in inspections, fire safety, outdated tech
- **Timeline & Next Steps** (Skip July meeting, potentially move August to the 27th) Jennifer will create [report outline](#).