



Commonwealth of Massachusetts
 Division of Professional Licensure
BOARD OF STATE EXAMINERS OF ELECTRICIANS
 1000 Washington Street • Boston • Massachusetts • 02118

Board of Registration of Home Inspectors Meeting Agenda

VENUE: 1000 Washington St. Boston

Meeting Agenda

Wednesday, October 10, 2018

9:00 AM

Office: DPL Office Rm 1D

MEETING CALLED BY:	BOARD MEMBERS
TYPE OF MEETING:	REGULAR MONTHLY MEETING
CHAIR/MEMBER:	J. Brock, Chairman
BOARD MEMBERS:	M. Healy, C. Mangio, D. Riquinha, P. Balutis
STAFF MEMBERS:	C. Kilb, A. Alfonso, M. Lewis, S. Croke
ABSENT/Late Arrival:	

Agenda Topics

1. **MEETING COMES TO ORDER AM**
2. **FIRE/EMERGENCY INSTRUCTIONS**
3. **PREVIOUS MINUTES APPROVED**
 Open Session Review – June 25, 2018 Meeting Minutes
4. **REPORT FROM EXECUTIVE DIRECTOR** – A. Alfonso
 - Board has not received paperwork for D. Riquinha from Boards and Commissions with regards to appointment.
 - Website continues to show that Walter Sullivan is the Vice Chair. Has the board had recent elections? Presently who is the Vice Chair?
 - Elections of Officer
 - All Board member appointments have expired as follows. Are board members working on renewing their appointments? Please submit a current resume and a letter requesting reappointment.
 - J. Brock Exp. 08/31/2014
 - P. Balutis Exp. 08/31/2014
 - M. Healy Exp. 08/31/2015
 - C. Mangio Exp. 08/31/2014
 - D. Riquinha Exp. 08/31/2018
5. **DISCUSSION ITEMS**
 - Reports requested from Board attached
 - Current list of all licensed Home Inspectors
 - Current list of all licensed Home Inspector Associates
 - Proration of CE's for Associates becoming full HI's – J. O'Connor to report
 - Pre-Offer Inspections
 Written advisory from J. O'Connor for review
 - Expired Associate Licenses and Renewals – M. Lewis will report
 - BRHI will be 100% paperless as of December 31st, 2018 – A. Alfonso will report
 - Board Approved Continuing Education Training List – M. Lewis to report
 Board staff has contacted all Providers to submit renewal applications no later than December 12, 2018.

Does BRHI have an Education subcommittee or will all applications be reviewed by full board?
When will School and Provider renewals occur?

- Establish regular board meetings.
 - Every 2nd Wednesday of the month (monthly, bi-monthly)
 - Establish 3 off site locations for 2019
- 6. **LEGISLATIVE UPDATE** – J. High, Assistant Legal Counsel and Director of External Affairs
- 7. **REPORT FROM THE CHIEF INVESTIGATOR** – C. Carroll
- 8. **REPORT FROM LEGAL COUNSEL** – J. O’Connor
- 9. **MATTERS NOT ANTICIPATED BY CHAIR**
- 10. **EXECUTIVE SESSION** (*Closed to the Public, M.G.L. c. 30A, 21*)
 - Character Review(s) Final Decisions
 - Negotiated Settlements
- 11. **INVESTIGATIVE CONFERENCE** (*Closed to the Public, M.G.L. c. 112A, 65C*)
 - Procedural Posture
 - REPORT OF THE INVESTIGATOR FOR HOME INSPECTORS** – *S. Croke, Compliance Officer*

INVESTIGATIONS	
DATE OPENED	DOCKET #
4/13/2018	2018-000382-IT-ENF
6/8/2018	2018-000601-IT-ENF
7/19/2018	2018-000758-IT-ENF
11/20/2017	2017-001386-IT-ENF
7/16/2018	2017-000730-IT-ENF
7/16/2018	2018-000716-IT-ENF

QUASI-JUDICIAL SESSION (*Closed to Public*)
2017-000779-IT-ENF Final Decision and Order

- 12. **NEXT BOARD MEETING SCHEDULED FOR:**
- 13. **10:56AM MEETING ADJOURNED –**