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**STATE BOARD OF BUILDING REGULATIONS**  
**AND STANDARDS BUILDING OFFICIAL CERTIFICATION COMMITTEE**

July 15, 2025, from 9am to 12 pm

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**Meeting Minutes**  
**Meeting Called to order 9:07 AM**

**Roll Call**

a. Michael Giampietro, Chair, Member at Large	<input checked="" type="checkbox"/> present <input type="checkbox"/> absent
b. John Naff, Vice Chair, Member at Large	<input checked="" type="checkbox"/> present <input type="checkbox"/> absent
c. David Fuller, MBCIA	<input type="checkbox"/> present <input checked="" type="checkbox"/> absent
d. Michael Clancy, SEMBOA	<input checked="" type="checkbox"/> present <input type="checkbox"/> absent
e. Henry Fontaine, MetroWest	<input checked="" type="checkbox"/> present <input type="checkbox"/> absent
f. Andrew Bobola, BBRS Representative	<input checked="" type="checkbox"/> present <input type="checkbox"/> absent
g. George Peterson, BOWM	<input checked="" type="checkbox"/> present <input type="checkbox"/> absent
h. Kevin Ross, Member at Large	<input checked="" type="checkbox"/> present <input type="checkbox"/> absent
i. Mark Robidoux, Member at Large	<input checked="" type="checkbox"/> present <input type="checkbox"/> absent
j. Anthony Marino, MMA Representative	<input checked="" type="checkbox"/> present <input type="checkbox"/> absent
k. VACANT, Member of Academia	<input type="checkbox"/> present <input type="checkbox"/> absent

**1) Discuss/Vote** Reinstatement process of expired/null and void building officials

Senior Board Counsel Charles Kilb summarized the issue at hand. Specifically, he noted that at the end of last year (the end of the 2022-2024 cycle) some building officials did not complete the required 45 hours continuing education requirements to maintain their certification. All received prior warning via certified mail or email. A group of these individuals came forward after the end of the cycle showing they had completed the required 45 hours during the cycle but had not submitted via the Application for Continuing Education Credit. The BOCC voted to reinstate these individuals without requiring the form. However, about 13 building officials did not complete the 45 hours during the cycle but have since reached out to the BOCC regarding the process for reinstatement. The purpose of this agenda item is to create a solution which can be applied for these individuals, and provide a possible template in future cycles. He noted that the BBRS, upon a request of the governor's office, has requested the BOCC consider amendments to R7.

Executive Director Tammy Gropman shared a suggested proposal from the DOL.. The expired licensees will receive an email notification by July 31<sup>st</sup>. This notification will inform them they need to submit enough credit hours to bring them to 45 hours by October 1<sup>st</sup>. If they do so by the October 1<sup>st</sup> deadline, the BOCC will then vote to reinstate their licenses to active. This will allow courses taken now to be utilized for the prior cycle instead of the current cycle. Licensees who submit before this deadline will receive no further penalty for



reinstatements. If individuals fail to submit the missing credit hours before/on October 1<sup>st</sup>, they will need to submit 3 additional credit hours for each month late.

Chair Michael Giampietro reminded the Committee of the extenuating circumstances of last credit cycle, including the end of Covid-19 and the new code cycle. Due to this he wants to help individuals get reinstated and implement a stricter process prior to this to be included in R7.

Member at Large, Mark Robidoux, asked if these penalties will be able to be tracked and recorded by the state, which Executive Director Tammy Gropman affirmed. She also confirmed that the CEUs applied for the 2022-2024 cycle that are completed within this cycle, will not be applied for both.

Deputy Commissioner of Public Safety, TJ Lacey, reaffirmed support for the DOL's proposal. He reminded the committee of prior confusion in tracking CEUS, further elaborating on the extenuating circumstances of the last credit cycle. There are other expired individuals who have not reached out yet but could in the future, making the implementation of a system crucial for consistency.

Chair Michael Giampietro urged notice be sent via a certified mail notification with receipt in addition to an email to ensure a comprehensive notification process.

Member at Large, Michael Clancy expressed disappointment in the individuals who have not met the 3-year cycle and expressed concern with giving a further grace period without penalty. He suggested the committee may wish to take more time considering its options.

Member at Large, Anthony Marino proposed a 1.5-hour penalty instead of 3 hours as he opined that the 3 hours adds up fast and is a steep penalty. John Naff suggested the higher penalty may be more appropriate as a means of deterrence.

Counsel Charles Kilb acknowledged Michael Clancy's sentiments as quite appropriate but noted that the reasoning behind giving a slight grace period for this reinstatement process is because it is new and most building officials didn't understand what the process was. Next cycle he suggested the penalty could kick in immediately. He also noted that, per prior Committee discussions, they may want to clarify when an individual who has an expired certification should be required to retest. This was reaffirmed by Deputy Commissioner of Public Safety TJ Lacey who noted that the DOL wants to assist the Committee in creating a good process but doesn't want to water down requirements.

Counsel Kilb suggested that a reinstatement process could be set up today, but it could be further amended in R7.

Chair Michael Giampietro made a motion to accept the proposal, seconded by Vice Chair John Naff. Mark Robidoux provided an amendment to the proposal for the penalty starting in October be reduced from 3 hours to 1.5 hours per expired month. Without objection, Chair Michael Giampietro amended this motion, seconded by Vice Chair John Naff; the motion passed unanimously.

## **2) Additional Business/ Other matters not reasonably anticipated 48 hours in advance of meeting**

Executive Director Tammy Gropman reminded the board that the next BOCC meeting is next month, August 5<sup>th</sup> at 1 Federal Street, Boston MA.

Chair Michael Giampietro made a motion to adjourn the special meeting at 10:02. Seconded by Michael Clancy. A roll call vote was conducted, motion passed unanimously

Items Relied Upon

Agenda

Reinstatement Proposal