



**Commonwealth of Massachusetts**  
**Division of Occupational Licensure**  
**BOARD OF REGISTRATION OF HOME INSPECTORS**  
1000 Washington Street • Boston • Massachusetts • 02118

**Minutes of March 9, 2022**  
**Tele-Meeting via Microsoft Teams**  
**Time: 10:00 a.m.**

<b>Members Present:</b> Elizabeth Martin, <i>Industry Member</i> Michael Healy, <i>Industry Member</i> Ronald Rocha, <i>Industry Member</i>	<b>Administrative Staff Present:</b> Keith Gleason, <i>Executive Director</i> Tamara Smith, <i>Program Coordinator</i> Milla Lewis, <i>Administrative Assistant</i> Jenna Hentoff, <i>Board Counsel</i>
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**INFORMATIONAL NOTE:** All votes were taken by roll call. Where a motion is noted to pass unanimously, each member voted in favor.

**Call to Order** – Executive Director Gleason opened the meeting at 10:00 A.M.

- 1. Vote on Minutes of February 9, 2022** – Motion was made by M. Healy, seconded by E. Martin and the Board unanimously voted to approve the minutes as presented.
- 2. Report on Board and administration activities –**
  - Executive Director Keith Gleason explained the process of Board member appointments.
  - Board Counsel informed the Board regarding the passage of the Governor's supplemental budget allowing remote Board meetings to continue through July 15.
- 3. Board Elections** – R. Rocha made a motion nominating E. Martin for Board Chair and M. Healy for Vice Chair. E. Martin declined. R. Rocha amended his motion to nominate M. Healy for Board Chair, seconded by E. Martin. The motion passed unanimously. R. Rocha made a motion nominating E. Martin for Vice Chair, seconded by M. Healy. The motion passed unanimously.
- 4. Reviewed/[Discussed](#) Applications for licensure by Endorsement** – Counsel provided a comparative chart of the licensing requirements for each state in which an applicant who has submitted an application for licensure by endorsement holds a license in order to determine whether they are substantially equivalent to the Board's licensure requirements pursuant to G.L. c. 112, § 224. The Board considered the applications in light of the information provided and determined the following:

- (a) **Adam Anderson** – Motion was made by M. Healy, seconded by E. Martin and the Board unanimously voted to deny the application on grounds that the applicant did not provide a complete list of supervised inspections and has not held the license upon which he was applying for licensure by endorsement for at least one year consistent with Board licensure requirements for a home inspector license.
- (b) **Adrian Kebalo** – Motion was made by M. Healy, seconded by E. Martin and the Board unanimously voted to deny the application on grounds that the applicant did not document the required supervised inspections and completed an online course for education which the Board does not accept for pre-licensure courses.

- 5. **Review/Discuss Education Program proposals and CE** – no matters presented
- 6. **Review/Discuss Limited Liability Clause** – A motion was made by M. Healy, seconded by E. Martin and the Board unanimously voted to approve the draft policy on limited liability clauses.
- 7. **Discuss other matters not reasonable anticipated 48 hours in Advance of meeting**
  - a. The Board Chair recognized Jay Rizzo who asked the Board to consider having a discussion item at the next Board meeting regarding the hazards and issues surrounding walk through consultations as opposed to home inspections. The Board Chair further recognized two other individuals who also provided comment on the same subject. They were informed that it would be a topic for discussion on a later date.

At 10:48 A.M., M. Healy made a motion, R. Rocha seconded, and it was unanimously voted to go into closed investigative conference. While the Board reserved the right to re-enter open session at any time, the Board did not anticipate returning to open session except to adjourn.

- 8. **Complaints / Investigative Conference, Closed Session per M.G.L. c. 112, s. 65C:**
  - a. Discussion of complaints prior to the issuance of an order to show cause

Docket	Order
2021-001136-IT-ENF	Dismiss w/o prejudice

- b. Discussion of the terms of a negotiated settlement of a complaint – no matters presented.
- 9. **Executive Session – Closed Session under MGL ch. 30A, Section 21 - Good Moral Character** – no matters presented.
- 10. **Quasi-Judicial: Closed Session under MGL ch. 30A, Section 18** – no matters presented.

- 11. Adjournment** - M. Healey made a motion, E. Martin seconded, and it was unanimously voted to adjourn the meeting at 11:04 A.M.

**List of Documents:**

1. *Agenda*
2. *Draft Minutes of the meeting February 9, 2022*
3. *Comparison chart of licensing requirements*
4. *Application documents*
5. *Draft Amendments to Limited Liability clause policy*