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COMMISSIONER, DIVISION OF  
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**Commonwealth of Massachusetts**  
**Division of Professional Licensure**  
**BOARD OF REGISTRATION OF HOME INSPECTORS**  
1000 Washington Street • Boston • Massachusetts • 02118

**Minutes of April 14, 2021**  
**Tele-Meeting**  
**Time: 9:30 a.m.**

<b>Members Present:</b> James Brock, <i>Industry Member,</i> <i>Board Chairperson</i> Michael Healy, <i>Industry Member</i> David Riquinha, <i>Public Member</i>	<b>Administrative Staff Present:</b> Mari Cooney, <i>Executive Director</i> Kristin Mitchell, <i>Associate Executive Director</i> Tamara Smith, <i>Program Coordinator</i> Milla Lewis, <i>Administrator</i> Jennifer Romeo-Porcaro, <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** – James Brock opened the meeting at 9:38 a.m.

- I. Vote on Minutes of March 10, 2021** – MOTION was made by David Riquinha to accept the minutes. The Motion was seconded by James Brock and unanimously adopted by the Board by roll call.
- II. Director Report to the Board** – Mari Cooney reported to the board members the number of pending applications and number of current licensees. Also that the agency is trying to get more Board members.
- III. NACHI Liability Clause** – Jennifer Romeo-Porcaro requested that this matter be tabled for she was still awaiting Michael Healy's input.
- IV. Communication to the Board Regarding Reciprocity** – Jennifer Romeo-Porcaro explained we do not have a written agreement with either Washington State or Connecticut. Connecticut informed staff they will entertain an agreement. The Board discussed the possibility of having licensure by Endorsement. They asked for this to be a standing item.
- V. Online Education for Primary and Continuing Education** – Jennifer Romeo-Porcaro informed the Board that the policy written to allow primary education to be conducted virtually/online due to the State of Emergency was approved by HED. She advised the Board that staff will send out an email blast to providers informing them of the new policy. The Board discussed expanding the parameters of the Education Subcommittee. A MOTION was made by James Brock to expand the Educational

Subcommittees duties. The Motion was seconded by David Riquinha and unanimously adopted by roll call.

- VI. Primary Education Program Review** Jennifer Romeo-Porcaro requested a motion to be made to audit all Primary Education Providers. A MOTION to audit providers and to add item to subcommittee agenda was made by David Riquinha. The Motion was seconded by Michael Healy and unanimously adopted by roll call. A MOTION to accept the application was made by David Riquinha. The Motion was seconded by Michael Healy and unanimously adopted by roll call.

James Brock Motioned to take a ten (10) minute break at 10:23 am. The motion was seconded by David Riquinha and unanimously adopted by roll call. The Board returned at 10:33 am.

- VII. Requirements to be a Supervisor-** Jennifer Romeo-Porcaro opened the discussion on the possible regulation changes. She advised that the Board was provided with another Boards regulations (Real Estate Appraisers) as an example. The Board discussed and began editing regulation.

- David Riquinha motioned to not change 266 CMR 4.06 (1). The motion was seconded by James Brock and unanimously adopted by roll call.
- David Riquinha motioned to not change 266 CMR 4.06 (2). The motion was seconded by James Brock and unanimously adopted by roll call.
- James Brock motioned to not change 266 CMR 4.06 (3). The motion was seconded by Michael Healy and unanimously adopted by roll call.
- James Brock motioned to not change 266 CMR 4.06 (4a & 4b). The motion was seconded by Michael Healy and unanimously adopted by roll call.
- James Brock motioned to not change 266 CMR 4.06 (5). The motion was seconded by Michael Healy and unanimously adopted by roll call.
- Board Counsel to draft language to include:
  - Supervisor must be licensed for a minimum of four years and must have completed 500 inspections.
  - Supervising Home Inspectors whose license is suspended or under a period of probation or stayed suspension may not supervise lower level Licensees. No individual may serve as a supervising home inspector if they been subject to any disciplinary action within the last three (3) years that affects their legal ability to engage in the practice of Home Inspection.

Jennifer Romeo-Porcaro will add changes for review at next meeting.

- VIII. Pre-Offer Inspections** Board requested an advisory be written stating these pre-offer inspections must meet the regulations. Chair opened discussion to members of the public. Jennifer Romeo-Porcaro requested to work with the Chair, James Brock, to draft the advisory for the Board's review.

**IX. Client Question~ Can a home inspector have an ongoing agreement with a real estate organization?** The inspector who posed the question spoke to the Board members further explaining the situation. The Board stated they will not make a determination on employment matters.

**X. Discuss other matters not reasonable anticipated 48 hours in Advance of meeting:**

- Michael Healy spoke of an issue stating the waivers of inspections on the advice of the realtor. David Riquinha asked if we should speak to the Real Estate Board.
- Chair opened the discussion to the public. Morgan Cohen of ASHI asked about the Associate Requirement for initial 25 inspections. Kristin Mitchell advised to go by regulations and staff will look at the instructions online. As well, a question was posed regarding the definition of “pursuant to.” Board Counsel will review and report back to the Board.

**Board voted to have next meeting on May 12, 2021.**

**Executive Session – Closed Session under MGL ch. 30A, Section 21 - Good Moral Character**

None

**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

<b>Docket</b>	<b>Board review</b>
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b. Discussion of the terms of a negotiated settlement of a complaint

**Quasi-Judicial: Closed Session under MGL ch. 30A, Section 18**

None

David Riquinha made a motion to adjourn the meeting at 11:46 am, seconded by Michael Healy and unanimously adopted by the Board.

**List of Documents:**

1. Agenda dated April 14, 2021
2. Draft Minutes from March 10, 2021