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

**Minutes of September 29, 2021**  
**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> Frederick Rausa, <i>Public Member</i>	<b>Administrative Staff Present:</b> Mari Cooney, <i>Executive Director</i> Tamara Smith, <i>Program Coordinator</i> Milla Lewis, <i>Administrator</i> Jenna Hentoff, <i>Board Counsel</i> Charles Kilb, <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** – The Executive Director opened the meeting at 10:00 a.m. and asked whether the members were prepared to elect a chair. The members agreed to select the chair at the next meeting.

- I. Vote on Minutes of June 9, 2021** – Motion was made by Michael Healy, seconded by Frederick Rausa and it was so unanimously voted to approve the minutes as presented.
- II. Director Report to the Board** – The Executive Director reported the following data: 14 Associate Home Inspector applications and 8 Home Inspector applications have been received for a total of 76 AHI current licensees and 525 HI current licensees.
- III. Board consideration of the endorsement vs reciprocity policy** – Counsel Hentoff mentioned she would have to become apprised of the matter for next meeting. Michael Healy mentioned that his understanding was that the Board seemed in favor of reviewing on a case by case basis.
- IV. Review/Discuss Online Education for Primary Training programs and Continuing Education Policies** –

Counsel spoke regarding the two policies regarding distance education as they are now expired. The Board members discussed and agreed in favor of extending the policy for Continuing Education providers only and to table consideration regarding prelicensure. Counsel will amend the policy to reflect the extension. M. Healy made a motion, seconded by E. Martin and it was so unanimously voted to extend the policy allowance for Continuing Education providers.

**V. Education Program Review**

<b>Provider</b>	<b>Course Name</b>	<b>Type</b>	<b>Hours</b>	<b>Online</b>
<b>Inspection Certification Associates</b>	<b>Massachusetts Home Inspection Certification Program – Virtual/Online</b>	<b>P</b>	<b>75</b>	<b>Yes</b>
Motion was made by M. Healy, seconded by E. Martin and the Board unanimously voted to deny the request at this time.				
<b>Inspection Certification Associates</b>	<b>Massachusetts Home Inspection Certification Program – Classroom</b>	<b>P</b>	<b>75</b>	<b>No</b>
Motion was made by M. Healy, seconded by E. Martin and the Board unanimously voted to approve the request.				
<b>Inspection GO Academy</b>	<b>Inspection Go Academy 120-Hour Professional Home Inspection Course</b>	<b>P</b>	<b>120</b>	<b>Yes</b>
Motion was made by M. Healy, seconded by E. Martin and the Board unanimously voted to deny the request at this time.				
<b>Home Inspection University</b>	<b>Inspection Super Conference</b>	<b>C</b>	<b>20</b>	<b>No</b>
Motion was made by M. Healy, seconded by E. Martin and the Board unanimously voted to deny the program and request as not meeting the Board’s program requirements.				
<b>New England Chapter American Society of Home Inspectors</b>	<b>Inspecting Structural Systems</b>	<b>C</b>	<b>3</b>	<b>Yes</b>
Motion was made by M. Healy, seconded by F. Rausa and the Board voted to approve the program. Abstention: E. Martin				

**VI. Review/Discuss Pre-Offer Inspection Advisory** – Motion was made by M. Healy to delegate authority to E. Martin to work with Counsel on an advisory and report back to the full Board. The motion was seconded by F. Rausa, and unanimously adopted by the Board.

**VII. Review/Discuss Limited Liability Clause** – The Board tabled discussion for the next meeting.

**VIII. CMR review - Requirements to be a Supervisor 266 CMR 4.06** - The Board reviewed the draft amendments. M. Healy made a Motion, F. Rausa seconded and the Board unanimously voted to accept the drafted amendment.

**IX. Discuss other matters not reasonable anticipated 48 hours in advance of meeting – no matters presented**

At 12:23 P.M. M. Healy made a motion, F. Rausa seconded and it was thereby unanimously voted to exit the public session and enter Investigative Conference. The Executive Director

announced that while the Board reserved the right to enter open session at any time, the Board did not anticipate returning to open session except to adjourn.

**X. 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>
2020-001396-ITENF	Dismissed
2021-000070-IT-ENF	Dismissed
2021-000388-IT-ENF	Return to investigations
2021-000495-IT-ENF	Forward for prosecution

b. Discussion of the terms of a negotiated settlement of a complaint.

i. 2020-000125-IT-ENF – The Board gave guidance to the prosecutor.

**XI. Executive Session – Closed Session under MGL ch. 30A, Section 21 - Good Moral Character – No matters presented.**

**XII. Quasi-Judicial: Closed Session under MGL ch. 30A, Section 18 – No matters presented.**

**XIII.** F. Rausa made a motion, M. Healy seconded and the Board unanimously voted to adjourn the meeting at 12:42 pm.

**List of Documents:**

1. Agenda
2. Draft Minutes of the meeting June 9, 2021
3. Draft Regulation
4. Education Requests