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Board Meeting Minutes
Wednesday October 8, 2025
Virtual Meeting via Microsoft Teams
Time: 10:00 a.m.

Members Present: Michael Healy, <i>Industry Member</i> Ronald Rocha, <i>Industry Member</i> Carmen Garcia, <i>Public Member</i>	Administrative Staff Present: Keith Gleason, <i>Executive Director</i> Tamara Smith, <i>Program Coordinator</i> Milla Lewis, <i>Administrative Assistant</i> Nirit Eriksson, <i>Board Counsel</i> Members of the public present: Chantae Reed, <i>InterNACHI</i> Stephany Gones, <i>AHIT</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 – Following the establishment of a quorum Chair M. Healy opened the meeting at 10:30 A.M.

1) Vote on Minutes of July 9, 2025

Motion was made by M. Healy, seconded by R. Rocha, and the Board unanimously voted to approve the minutes as presented.

2) Executive Director's Report – The Executive Director presented meeting dates for year 2026 in accordance with statute requirements: January 14, April 8, July 8 and October 14

Motion was made by M. Healy, seconded by R. Rocha, and the Board unanimously voted to approve the dates as presented.

- The ED also reported on the list of CE courses that have been approved since April and indicated that he plans to publish the list via the Board website.

3) Legal Counsel Report – no matters reported.

4) Review Submission of CE Courses for Approval

- TPREIA-InterNACHI

Motion was made by M. Healy, seconded by C. Garcia, and the Board unanimously voted to approve for purposes of CE, the topics Multifamily home inspections for commercial inspectors; How to inspect and write an inspection report on roofs; Inspecting electrical systems and to deny the topics Performing commercial inspections; Building wealth and maximizing profits through ancillary

services; How to write an inspection report based on the Texas report form.

5) **Discussed Matters not reasonably anticipated 48 hours in advance of meeting.** No matter presented

6) **Investigative Conference, Closed Session under MGL c 112, §65C:**

10:43 A.M., M. Healy made a motion, C. Garcia seconded, and the members unanimously VOTED: to enter Investigative Conference.

The Board took the following actions during Investigative Conference:

Docket	Decision
2025-000028-IT-ENF	Dismiss

7) **Adjournment** the next scheduled meeting is January 14th, 2026 - M. Healey made a motion, R. Rocha seconded, and it was unanimously voted to adjourn the meeting at 10:51 A.M.

List of Documents:

1. *Agenda*
2. *Draft Minutes of the meeting July 9, 2025*
3. *Application for approval of CE course - TPREIA-InterNACHI*