



**CHARLES D. BAKER**  
GOVERNOR

**KARYN E. POLITO**  
LIEUTENANT GOVERNOR

**MIKE KENNEALY**  
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**Commonwealth of Massachusetts**  
**Division of Occupational Licensure**  
**Board of Registration of Home Inspectors**

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UNDERSECRETARY OF CONSUMER  
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REGULATION

**LAYLA D'EMILIA**  
COMMISSIONER, DIVISION OF  
OCCUPATIONAL LICENSURE

**Minutes of December 16, 2022**

**Tele-Meeting via Microsoft Teams**

**Time: 10:00 a.m.**

<p><b>Members Present:</b> Elizabeth Martin, <i>Industry Member</i> Michael Healy, <i>Industry Member</i> Ronald Rocha, <i>Industry Member</i> Carmen Garcia, <i>Public Member</i></p>	<p><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></p>
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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** – Chair M. Healy opened the meeting at 10:04 A.M.

1. **Vote on Minutes of October 12, 2022** – Motion was made by M. Healy, seconded by C. Garcia and the Board unanimously voted to approve the minutes as presented.
2. **Executive Director report** – nothing to report.
3. **Legal Counsel Report** – The Legal Counsel report was deferred to the discussion on regulations later in the meeting.
4. **Reviewed/Discussed Correspondence**
  - a) Request for review, on behalf of Ken Gaumond from State Rep. Paul Frost
    - Counsel notified the Board that staff has previously received and responded to correspondence from Mr. Gaumond regarding his difficulties in meeting the requirements for home inspector licensure.
    - M. Healy commented that the Board has never lowered the number of inspections required for licensure as a Home Inspector which is set by statute.
    - The Executive Director pointed out the fact that Mr. Gaumond’s Associate Home Inspector license expired as a factor in his situation due to the staff’s inability to renew an associate license. After discussion, the Board members were in favor of reviewing and further discussing the renewal of Home Inspector Associate licenses.
    - Board staff will respond to Mr. Gaumond.

**5. Reviewed/Discussed regulations and amendments**

- Counsel presented draft amendments to the Board’s regulations at 266 CMR 2.00, 3.00, 4.00 and 6.00. The amendments presented were related to requirements for supervisors which were previously discussed by the Board as well as a minor correction in Section 6.00 of a section referenced which no longer exists. Board members requested to continue discussion of said sections at the next meeting.
- M. Healy requested clarification of the continuing education requirement for Associate Home Inspectors in Section 5.00 which Counsel will review for discussion at the next meeting.

**6. Discussed matters not reasonable anticipated 48 hours in advance of meeting**

- The Executive Director invited applicant Joshua LeBeau to address the Board regarding an application for licensure by endorsement where the Board had previously requested documentation of education and continuing education and revision of his home inspections log. Mr. LeBeau provided documentation to the Board within 48 hours of the meeting.
  - Mr. LeBeau was allowed to address the Board and indicated that his education courses for licensure were completed online via a self-paced method.
  - The Board members indicated that the Board’s standard requires live, in-person course attendance so the applicant must provide documentation of an in-person attendance of the required education in order for the application to be reconsidered.

**7. Complaints / Investigative Conference, Closed Session per M.G.L. c. 112, s. 65C:**

At 10:42 A.M., M. Healy made a motion, R. Rocha seconded, and it was unanimously voted to enter 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.

- Discussion of complaints prior to the issuance of an order to show cause

<b>Docket</b>	<b>Order</b>	<b>Recused</b>
2022-000701-IT-ENF	Dismiss w/Advisory	E. Martin

**8. Adjournment** – M. Healy made a motion, C. Garcia seconded, and it was unanimously voted to adjourn the meeting at 11:50 A.M.

**List of Documents:**

1. *Agenda*
2. *Draft Minutes of the meeting October 12, 2022*
3. *Correspondence*
4. *Draft regulations for Sections 2.00, 3.00, 4.00 and 6.00*
5. *Application documents*