



**CHARLES D. BAKER**  
GOVERNOR

**KARYN E. POLITO**  
LIEUTENANT GOVERNOR

**MIKE KENNEALY**  
SECRETARY OF HOUSING AND  
ECONOMIC DEVELOPMENT

**Commonwealth of Massachusetts  
Division of Occupational Licensure  
Board of Registration of Real Estate Broker  
and Salesperson**

1000 Washington Street, Suite 710  
Boston, Massachusetts 02118

**EDWARD A. PALLESCHI**  
UNDERSECRETARY OF CONSUMER  
AFFAIRS AND BUSINESS  
REGULATION

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

**February 23, 2022**

**Public Minutes**

**Members in attendance:**

*Peter Ruffini, Member*

*Kimberly Allard, Member*

*Robert Jones, Member*

**Administrative Staff in attendance:**

*Peter Kelley, Board Counsel*

*Kristin Mitchell, Executive Director*

*Colleen Cavanaugh, Associate Executive Director*

**Public in attendance:**

Jack Gately            Deborah Sierra Erwin

Kenneth Kemp       William Mullen

**Call to Order** – Kevin Sears opened the meeting at 10:04 a.m.

**Vote on Minutes:**

Tabled

**Executive Director Report**

No updates

**Board Counsel Report**

Peter Kelley reported he continues to work on determining options for salesperson's who work for a broker who subsequently passes away, to verify their qualifying experience for broker licensure.



## **Application Review**

Deborah Sierra Erwin – had an employee who took money from a client, ended up she did this to 20 clients, employee was prosecuted and went to jail, once Ms. Sierra Erwin realized what happened she immediately filed a police report, she entered into a settlement agreement with Division of Insurance and paid \$2500 fine in December, 2016. She is currently working with Keller Williams.

A motion was made by Kimberly Allard and seconded by Robert Jones and it was so

Voted: To allow the candidate to continue with the application process

In favor: Peter Ruffini, Kimberly Allard, Robert Jones

Andrew Prophet – Insurance related incident in Connecticut, a client had received an underpayment of money and asked for his advice/ he said he would take care of it / he deposited the check into his account and inadvertently didn't return the check. He received two years probation and paid \$10,000 fine. He currently holds an insurance license in Connecticut. This happened in 2009, nothing has happened since, and the client wrote a letter on his behalf.

A motion was made by Peter Ruffini and seconded by Robert Jones and it was so

Voted: To allow the candidate to continue with the application process

In favor: Peter Ruffini, Kimberly Allard, Robert Jones

## **Discussion**

The issue of approved instructors was raised. The board would like to update the list, accounting for deaths and discipline. Kimberly Allard will forward the list previously reviewed to Kristin Mitchell. The board staff along with board counsel will categorize these individuals and potentially having something for the March meeting (at the earliest).

At 10:35 a.m. A motion was made by Kimberly Allard and seconded by Robert Jones and it was so

Voted: To exit public session and enter executive session pursuant to MGL 30A, § 21(a)(1) to discuss the reputation and character of an individual rather than the person's competence.

Roll call vote. In favor: Peter Ruffini, Robert Jones, Kimberly Allard

At 11:04 am A motion was made by Kimberly Allard and seconded by Robert Jones and after a roll call it was so

Voted: To exit executive session and closed session for the purpose of conducting adjudicatory conferences

In favor: Kimberly Allard, Robert Jones, Peter Ruffini

During closed session the Board took the following actions:

2020-000384-IT-ENF – tabled

At 11:13 a.m. A motion was made by Kimberly Allard and seconded by Robert Jones and after roll call it was so

Voted: To exit executive session and enter open session for the purpose of adjourning the meeting

In favor: Kimberly Allard, Robert Jones, Peter Ruffini

Respectfully Submitted by:



---

Kristin Mitchell, Executive Director

7/6/22

---

Date