



MAURA HEALEY
GOVERNOR

KIM DRISCOLL
LIEUTENANT GOVERNOR

YVONNE HAO
SECRETARY, EXECUTIVE OFFICE
OF ECONOMIC DEVELOPMENT

**Commonwealth of Massachusetts
Division of Occupational Licensure
Board of Registration of Real Estate Brokers
and Salespersons**

One Federal Street, Suite 600
Boston, Massachusetts 02110

LAYLA R. D'EMILIA
UNDERSECRETARY, CONSUMER
AFFAIRS AND BUSINESS
REGULATION

SARAH R. WILKINSON
COMMISSIONER, DIVISION OF
OCCUPATIONAL LICENSURE

March 19, 2025

Public Minutes

Members in attendance:

Linda Kody, *Chair*

Kathy Condon, *Board Member*

Donna Davids, *Board Member*

Robert Jones, *Board Member*

Administrative Staff in attendance:

Nirit Eriksson, *Board Counsel*

Kristin Mitchell, *Executive Director*

Colleen Cavanaugh, *Associate Executive Director*

Call to Order – Linda Kody opened the meeting at 10:03 a.m.

Vote on Minutes

January 15, 2025 Executive minutes

February 19, 2025 Public minutes

February 19, 2025 Executive minutes

A motion was made by Kathy Condon and seconded by Donna Davids to approve the public minutes as drafted and presented.

Voted: To unanimously approve the public and executive minutes listed above as presented

Roll Call vote.

In favor: Kathy Condon, Donna Davids, Robert Jones, Linda Kody



Executive Director Report

Kristin Mitchell informed the Board of the following information:

Since the Board's last meeting (2/19/25), the Board has received 499 applications for exam.

Since the Board's last meeting, the Board has issued 270 licenses:

- 191 Salesperson by exam
- 23 Broker by exam
- 10 Attorney Brokers
- 23 Businesses
- 6 Reciprocal Brokers
- 17 Reciprocal Salespersons
- 0 Instructors
- 0 Schools

The exam review committee has been formed. They will work with PSI to review and make any necessary changes.

Board Counsel Report

Nothing to report.

Application Review

Shannon Whaley – Ms. Whaley appeared before the Board to discuss her request for a waiver of the two-year requirement relating to instructor certification. A brief discussion ensued.

A motion was made by Donna Davids and seconded by Robert Jones:

To grant waiver.

Roll call vote.

In favor: Kathy Condon, Donna Davids, Robert Jones, Linda Kody

Chaz Fisher - Mr. Fisher appeared before the Board to discuss his discipline with the Board of Bar Overseers. He holds a current, in-good-standing license with the Board of Bar Overseers. A brief discussion ensued.

A motion was made by Robert Jones and seconded by Kathy Condon:

To allow him to continue in the application process.

Roll call vote.

In favor: Donna Davids, Robert Jones, Kathy Condon, Linda Kody

Discussion

Educational Subcommittee

A motion was made by Donna Davids and seconded by Robert Jones:

To approve Protected Use Accessory Dwelling Unit course

Roll call vote.

In favor: Kathy Condon, Donna Davids, Robert Jones, Linda Kody

A motion was made by Kathy Condon and seconded by Robert Jones:

To approve Insurance course

Roll call vote.

In favor: Kathy Condon, Robert Jones, Donna Davids, Linda Kody

Other Business

DOL will be moving on March 24, 2025 to One Federal Street, Boston. Logistics and outreach for the move are currently being addressed and planned.

Matters not reasonably anticipated 48 hours in advance of the meeting

Nothing to report.

At 10:38 a.m., a motion was made by Robert Jones and seconded by Kathy Condon and it was so

Voted: To Exit Open Session and enter Executive Session to discuss individuals' character rather than competence pursuant to G.L. c. 112, § 30A, § 21(a)(1) and to comply with the public records law pursuant to G.L. c. 66, § 10 and G.L. c. 4, § 7, ¶ 26(c) to protect highly personal information relating to a named individual pursuant to G.L. c. 30A, § 21(a)(7).

Roll call vote.

In favor: Kathy Condon, Donna Davids, Robert Jones, Linda Kody

At 12:08 p.m., a motion was made by Robert Jones and seconded by Kathy Condon and it was so

Voted: to exit executive Session enter closed session for Quasi-Judicial Adjudicatory Conference pursuant to G. L. c. 30A, § 18, ¶ 5(d)

Roll call vote.

In favor: Donna Davids, Robert Jones, Kathy Condon, Linda Kody

At 1:15 p.m., a motion was made by Robert Jones and seconded by Donna Davids and it was so

Voted: To exit Quasi-Judicial Adjudicatory Conference and enter closed session pursuant to G.L. c. 112, § 65C for the purpose Investigative Conference.

Roll call vote.

In favor: Robert Jones, Kathy Condon, Donna Davids, Linda Kody

During Investigative Conference, the Board took the following actions:

2024-000910-IT ENF – dismiss
2024-000923-IT-ENF – dismiss
2024-000929-IT-ENF – dismiss
2024-000931-IT-ENF – dismiss
2024-000934-IT-ENF – dismiss
2024-000947-IT-ENF – dismiss
2024-000955-IT-ENF – dismiss
2025-000047-IT-ENF – tabled
2025-000048-IT-ENF - tabled
2025-000267-IT-ENF - dismiss with advisory letter

At 3:02 p.m., a motion was made by Donna Davids and seconded by Robert Jones and it was so

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

Roll call vote.

In favor: Donna Davids, Robert Jones, Kathy Condon, Linda Kody

Respectfully Submitted by:



Kristin Mitchell, Executive Director Date 4/20/25

List of documents used during the Public Meeting:

- January 15, 2025 executive meeting minutes
- February 19, 2025 meeting minutes
- March 19, 2025 agenda

- Shannon Whaley request for waiver to obtain instructor certification
- Chaz Fisher request for an attorney broker license