



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**

1000 Washington Street, Suite 710
Boston, Massachusetts 02118

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

SARAH R. WILKINSON
COMMISSIONER, DIVISION OF
OCCUPATIONAL LICENSURE

April 17, 2024

Public Minutes

Members in attendance:

Peter Ruffini, *Chairman*

Kathy Condon, *Member*

Robert Jones, *Member*

Linda Kody, *Member*

Cliff Ponte, *Member*

Administrative Staff in attendance:

Jenna Hentoff, *Board Counsel*

Kristin Mitchell, *Executive Director*

Colleen Cavanaugh, *Associate Executive Director*

Colleen Maloney, *Associate Commissioner of Policy and Boards*

Richard Holtz, *Deputy General Counsel*

Call to Order – Peter Ruffini opened the meeting at 10:06 a.m.

Vote on Minutes:

March 20, 2024 Public minutes

March 20, 2024 Executive minutes

A motion was made by Linda Kody and seconded by Kathy Condon to approve the public and executive minutes as drafted and presented.

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

Roll Call vote.

In favor: Linda Kody, Cliff Ponte, Kathy Condon, Robert Jones, Peter Ruffini



Executive Director Report

Kristin Mitchell informed the Board of the following information:

Since the Board's last meeting (3/20/24), the Board has received 486 applications for exam.

Since the Board's last meeting, the Board has issued 314 licenses:

- 254 Salesperson by exam
- 18 Broker by exam
- 9 Attorney Brokers
- 14 Businesses
- 0 Reciprocal Brokers
- 16 Reciprocal Salespersons
- 1 Instructors
- 3 Schools

Ms. Mitchell also informed the board that PSI continues to process the applications within the one-month window.

Ms. Mitchell notified the board that a ticket has been submitted to allow inactive broker and salespersons licenses to be affiliated. At this time, she is unsure of how long this process will take.

Board Counsel Report

Jenna Hentoff wanted to notify the Board that she is still putting together paperwork to move the regulations along in the process.

Application Review

Katherine Schiavo- tabled due to failure to appear

Discussion

Education Subcommittee Report

Linda Kody provided the report for the Education Subcommittee's March meeting. The Subcommittee reviewed proposed amendments to the Title V continuing education course and voted to recommend approval of the edited course to the Board. The Subcommittee further approved the January meeting minutes, discussion creating Frequently Asked Questions for schools and students and denied approval to a continuing education course submitted on affordable homes.

A motion was made by Cliff Ponte and seconded by Kathy Condon:

To approved the Education Subcommittee Report

Roll call vote.

In favor: Kathy Condon, Cliff Ponte, Linda Kody, Peter Ruffini, Robert Jones

Matters not reasonably anticipated 48 hours in advance of the meeting

Peter Ruffini has a conflict and would like to change the date of the August Board meeting. The meeting date has been changed from August 21, 2024 to August 13, 2024.

At 10:22 a.m., a motion was made by Robert Jones and seconded by Cliff Ponte and it was so

Voted: To Exit Open Session and enter Closed Executive Session to discuss individuals' character rather than competence pursuant to G.L. c. 112, § 30A, § 21(a)(1).

Roll call vote.

In favor: Kathy Condon, Linda Kody, Cliff Ponte, Robert Jones, Peter Ruffini

At 11:10 a.m., the Board exited Closed Executive Session and entered Closed Session pursuant to G.L. c. 112, § 65C for the purpose of conducting investigatory conferences.

During closed session, the Board took the following actions:

2024-000011-IT-ENF – dismiss
2023-000378-IT-ENF – Cliff Ponte recused – refer to Prosecutions
2023-000706-IT-ENF – return to Investigations
2023-000743-IT-ENF – dismiss with advisory
2023-000772-IT-ENF- refer to Prosecutions
2023-000799-IT-ENF- dismiss
2023-000838-IT-ENF- refer to Prosecutions
2023-000849-IT-ENF- return to Investigations
2023-000854-IT-ENF- return to Investigations
2023-000867-IT-ENF- dismiss
2024-000002-IT-ENF- refer to Prosecutions
2024-000005-IT-ENF-refer to Prosecutions
2024-000017-IT-ENF- refer to Prosecutions
2024-000033-IT-ENF- refer to Prosecutions
2024-000022-IT-ENF- dismiss
2024-000028-IT-ENF- dismiss
2024-000029-IT-ENF - dismiss
2024-000039-IT-ENF- dismiss
2024-000045-IT-ENF- dismiss
2024-000046-IT-ENF- dismiss
2024-000068-IT-ENF- tabled

At 1:35 p.m., a motion was made by Linda Kody and seconded by Cliff Ponte and after roll call it was so

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

Roll call vote.

In favor: Kathy Condon, Linda Kody, Cliff Ponte, Robert Jones, Peter Ruffini

Respectfully Submitted by:



9/23/2024

Kristin Mitchell, Executive Director

Date

List of documents used during the Public Meeting:

- April 17, 2024 meeting agenda
- March 20, 2024 Public minutes
- March 20, 2024 Executive minutes
- Updated Title V continuing education course