



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

August 13, 2024

Public Minutes

Members in attendance:

Peter Ruffini, *Chairman*

Linda Kody, *Board Member*

Kathy Condon, *Board Member*

Cliff Ponte, *Board Member*

Robert Jones, *Board Member*

Administrative Staff in attendance:

Jenna Hentoff, *Board Counsel*

Kristin Mitchell, *Executive Director*

Colleen Cavanaugh, *Associate Executive Director*

Call to Order – Peter Ruffini opened the meeting at 10:13 a.m.

Vote on Minutes:

July 24, 2024 Public minutes

July 24, 2024 Executive minutes

A motion was made by Kathy Condon and seconded by Cliff Ponte 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, Peter Ruffini

Executive Director Report

Kristin Mitchell informed the Board of the following information:



Since the Board's last meeting (7/24/24), the Board has received 257 applications for exam.

Since the Board's last meeting, the Board has issued 170 licenses:

- 127 Salesperson by exam
- 8 Broker by exam
- 4 Attorney Brokers
- 13 Businesses
- 3 Reciprocal Brokers
- 15 Reciprocal Salespersons
- 0 Instructors
- 0 Schools

Ms. Mitchell also informed the Board that PSI now has a three and a half week turnaround time for license applications.

Board Counsel Report

Jenna Hentoff notified the Board that there is no update on the regulations. She also notified the board that this would be her last meeting. She is leaving the agency. The Board wished her well.

Application Review

Ana Dias – Ms. Diaz submitted a request for an exemption to the requirement for instructors to have a minimum of two years of work experience as a real estate broker. She was issued a broker license in July 2024. She appeared before the Board. The Board reviewed and discussed her request in order to determine whether there was a compelling need to allow the exemption as it was noted that she did not meet the regulatory requirements for instructor approval at this time. Ms. Dias discussed her passion to assist individuals who have a language barrier. She also stated she had been in the industry since 2016. She wants to be able to guide people through the process and she is looking to do prelicensure course as well as ceu's.

A motion was made by Linda Kody and seconded by Kathy Condon:

To deny the request for an exemption from the requirements to hold a broker's license for two years

Roll call vote.

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

Compliance Review

Nothing to review.

Matters not reasonably anticipated 48 hours in advance of the meeting

Nothing to report.

At 10:32 a.m., a motion was made by Linda Kody and seconded by Kathy Condon 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) 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: Cliff Ponte, Linda Kody, Kathy Condon, Peter Ruffini

At 10:50 a.m., a motion was made by Linda Kody and seconded by Cliff Ponte and it was so

Voted: To Exit Closed Executive Session and enter Closed Quasi-Judicial Session, adjudicatory conference pursuant to G. L. c. 30A, § 18, ¶ 5(d).

Roll call vote.

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

At 11:10 a.m., a motion was made by Robert Jones and seconded by Kathy Condon and it was so

Voted: To Exit Closed Quasi-Judicial Session and enter Closed Session pursuant to G.L. c. 112, § 65C for the purpose of conducting investigatory conferences.

Roll call vote.

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

During closed session, the Board took the following actions:

- 2024-000130-IT ENF – dismiss
- 2024-000242-IT-ENF – return to Investigations
- 2024-000255-IT-ENF – refer to Prosecutions
- 2024-000288-IT-ENF – dismiss
- 2024-000309-IT-ENF – refer to Prosecutions
- 2024-000327-IT-ENF – dismiss
- 2024-000331-IT-ENF – dismiss

2022-000336-IT-ENF – dismiss
2022-000342-IT-ENF – dismiss
2024-000344-IT-ENF – dismiss
2024-000361-IT-ENF- dismiss
2024-000436-IT-ENF – dismiss
2024-000445-IT-ENF – dismiss
2024-000448-IT-ENF – refer to Prosecutions
2024-000449-IT-ENF – dismiss
2024-000450-IT-ENF – refer to Prosecutions
2024-000451-IT-ENF – refer to Prosecutions
2024-000452-IT-ENF - refer to Prosecutions
2024-000453-IT-ENF - refer to Prosecutions
2024-000459-IT-ENF – refer to Prosecutions
2024-000460-IT-ENF – refer to Prosecutions
2024-000469-IT-ENF – dismiss
2024-000515-IT-ENF – dismiss with advisory
2024-000516-IT-ENF – refer to Prosecutions
2024-000517-IT-ENF - refer to Prosecutions
2024-000518-IT-ENF - refer to Prosecutions
2024-000536-IT-ENF – dismiss
2024-000552-IT-ENF – dismiss
2024-000554-IT-ENF – return to Investigations

At 1:33 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: Robert Jones, Linda Kody, Kathy Condon, Cliff Ponte, Peter Ruffini

Respectfully Submitted by:



Kristin Mitchell, Executive Director

10/30/24
Date

List of documents used during the Public Meeting:

- August 13, 2024 meeting agenda
- July 24, 2024 Executive minutes
- July 24, 2024 Public minutes
- Ana Dias request for waiver for Instructor authorization