



MAURA HEALEY
GOVERNOR

KIM DRISCOLL
LIEUTENANT GOVERNOR

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

SARAH R. WILKINSON
COMMISSIONER, DIVISION OF
OCCUPATIONAL LICENSURE

September 17, 2025

Public Minutes

Members in attendance:

Linda Kody, *Chair*

Cliff Ponte, *Board Member*

Donna Davids, *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 10:08 a.m.

Vote on Minutes

August 20, 2025 Public minutes

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

Voted: To approve the public minutes listed above as presented

Roll Call vote.

In favor: Donna Davids, Cliff Ponte, Linda Kody

Executive Director Report

Kristin Mitchell informed everyone there still are some hiccups with the new system. We continue to work through them. She thanked everyone for their patience.

Board Counsel Report



EOHLC is preparing the disclosure form mandated by the new regulations relating to Residential Home Inspection Waivers, in anticipation of the October 15, 2025 effective date of those regulations.

The proposed regulations for Real Estate continue to undergo internal review.

Application Review

Brett DeRocker – Mr. DeRocker appeared before the board to request a waiver of the requirement to submit an employer-signed form demonstrating his work experience, due to the death of his broker.

A motion was made by Cliff Ponte and seconded by Donna Davids:

To allow the waiver to be granted.

Roll call vote.

In favor: Cliff Ponte, Donna Davids, Linda Kody

Adnan Salam – Mr. Salam appeared before the board to discuss his prior professional discipline and demonstrate his suitability to take the Salesperson exam.

A motion was made by Cliff Ponte and seconded by Donna Davids:

To allow him to continue in the application process

Roll call vote.

In favor: Cliff Ponte, Donna Davids, Linda Kody

Jeffrey Sklar – Mr. Sklar was not present.

A motion was made by Cliff Ponte and seconded by Donna Davids:

To table this item, because the board has questions that necessitate the applicant's participation.

Roll call vote.

In favor: Cliff Ponte, Donna Davids, Linda Kody

Discussion

Educational Subcommittee

A motion was made by Donna Davids and seconded by Cliff Ponte to approve the following updated classes:

RE07R25: Closing and Settlement
RE62RC25: Comparative Market Analysis (CMA)
RE05RC25: Contract Law

Roll call vote.

In favor: Donna Davids, Cliff Ponte, Linda Kody

Matters not reasonably anticipated 48 hours in advance of the meeting

Nothing to report.

At 10:32 a.m., a motion was made by Donna Davids and seconded by Cliff Ponte 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: Donna Davids, Cliff Ponte, Linda Kody

At 10:39 a.m., a motion was made by Donna Davids and seconded by Cliff Ponte and it was so

Voted: To Exit Executive Session and enter Investigative Conference pursuant to G.L. c. 112, § 65C.

Roll call vote.

In favor: Cliff Ponte, Donna Davis, Linda Kody

At 11:09 a.m., a motion was made by Cliff Ponte and seconded by Donna Davids to exit Investigative 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: Cliff Ponte, Donna Davids, Linda Kody

During Investigative Conference, the Board took the following actions:

00009424 – tabled
00009425 – refer to Investigations
00009429 – dismiss
00009430 – dismiss
00009431 – dismiss
00009432 – dismiss
00009436 – dismiss
00009443 – refer to Prosecutions
00009448 – dismiss
00009455 – dismiss with advisory letter
00009463 – refer to Prosecutions
00009464 – dismiss
00009467 – refer to Prosecutions
00009469 – dismiss
00009470 – refer to Prosecutions
00009472 – refer to Prosecutions
00009480 – tabled
00009788 – dismiss
00009890 – dismiss
00011020 – dismiss
00011027 – refer to Prosecutions
00011950 – dismiss
00011952 – dismiss
PC-0000027390 – dismiss

At 1:35 p.m., a motion was made by Cliff Ponte and seconded by Donna Davids and it was so

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

Roll call vote.

In favor: Cliff Ponte, Donna Davids, Linda Kody

Respectfully Submitted by:



Kristin Mitchell, Executive Director

10/6/2025

Date

List of documents used during the Public Meeting:

- August 20, 2025 open meeting minutes
- September 17, 2025 agenda

- Application materials for Brett DeRocker
- Application materials for Adnan Salam
- Application materials for Jeffrey Sklar
- Class outline for RE07R25: Closing and Settlement
- Class outline for RE62RC25: Comparative Market Analysis (CMA)
- Class outline for RE05RC25: Contract Law