



**THE COMMONWEALTH OF MASSACHUSETTS  
AUTO DAMAGE APPRAISER LICENSING BOARD**

1000 Washington Street, Suite 810 • Boston, MA 02118-6200  
(617) 521-7794 • FAX (617) 521-7475  
Toll-free (877) 563-4467  
<http://www.mass.gov/doi>

DEVAL L. PATRICK  
GOVERNOR

GILBERT W. COX, JR.  
CHAIRMAN

CARL GARCIA  
DAVID KRUPA, CPCU  
JOSEPH COYNE  
THOMAS MCCLEMENT

**Minutes of Meeting**

August 7, 2013

**Auto Damage Appraisers Licensing Board  
Division of Insurance, Boston, MA**

**Members Present:**

Gilbert Cox, Chairman  
Carl Garcia  
David Krupa  
Joseph Coyne  
Thomas McClements

**Proceeding Recorded By:**

J. Zywiec (video and audio)

**Review and Approve June 5, 2013 Minutes**

Motion made by J. Coyne to accept June 5, 2013 minutes

Motion seconded by D. Krupa

5-0 Vote to accept June 5, 2013 minutes

**Report on Licensing**

The last Part II Exam was July 30. 64 people passed the exam, 18 people failed and 3 failed to show up at the exam.

The next two Part II Exams are scheduled for September 10 and November 12.

Discussion continued about "How long an appraiser can go without renewing the license"?

R. Kelly stated that it is best to keep it on a case by case basis.

C. Garcia opined that after 3 years, the individual should retake the Part II Exam.

Motion made by J. Coyne to grant Michael Sanville his auto damage appraiser license after he pays all past dues

Motion seconded by C. Garcia

5-0 Vote to accept

**Letter from General Counsel, Robert Whitney**

G. Cox stated that there were no substantial changes to the plan based on Robert Whitney's July 15 letter.

C. Garcia noted that there are a couple of questions but he would like to reread the plan first.

**Next meeting to be held at Division of Insurance on Wednesday, October 2 at 9:30 a.m.**

Motion by J. Coyne to go into Executive Session to discuss the reputation, and character of a pending license applicant and complaint against an individual

Seconded by C. Garcia

5-0 Vote

C. Garcia, D. Krupa, T. McClements, G. Cox, and J. Coyne voted in the affirmative

Motion to Adjourn 5-0