

**COMMON INTEREST COMMUNITY BOARD
TRAINING PROGRAM REVIEW COMMITTEE MEETING**

MINUTES OF MEETING

The Training Program Review Committee of the Common Interest Community Board met on Wednesday, June 25, 2014, at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, 2nd Floor, Board Room 4, Richmond, Virginia 23233.

The following members were present:

Douglas Rogers, Chair
Kimberly Kacani

Committee members Elena Ferranti, Kristie Helmick, Thomas Mazzei, and Lucia Anna Trigiani (Ex-Officio) were not in attendance.

DPOR staff present for all or part of the meeting included:

Jay W. DeBoer, Director
Trisha L. Henshaw, Executive Director
Jill R. Hrynciw, Board Administrator
Betty C. Jones, Administrative Assistant

A representative from the Office of the Attorney General was not present.

Mr. Rogers, Chair, called the meeting to order at 1:12 p.m.

Call to Order

Ms. Kacani moved to approve the agenda. Mr. Rogers seconded the motion which was unanimously approved by: Kacani and Rogers.

Approval of Agenda

Mr. Rogers opened the floor for public comment. No members of the public present requested to speak.

**Public Comment
Period**

The Committee reviewed for approval the training program application from MercerTrigiani. The training program titled *2014 Legal and Legislative Update for Virginia Common Interest Community Associations* is a Virginia common interest community law and regulation training program. MercerTrigiani requested retroactive approval to June 3, 2014.

**Review of
MercerTrigiani
Training Program
titled 2014 Legal
and
Legislative Update
for Virginia
Common Interest
Community
Associations**

Upon thorough review of the application, Ms. Kacani moved that the Committee recommend Board approval of the law and regulation training program application, retroactive to June 3, 2014.

Mr. Rogers seconded the motion which was unanimously approved by:
Kacani and Rogers.

The Committee reviewed for approval the training program application from DPOR Fair Housing Office. The training program titled *Virginia Fair Housing Law for Common Interest Communities* is a fair housing training program as fair housing relates to management of common interest communities. Ms. Liz Hayes and Ms. Deanda Shelton were present from DPOR Fair Housing Office to address any questions from the Committee.

**Review of
DPOR Fair Housing
Office's Training
Program titled
Virginia Fair
Housing Law for
Common Interest
Communities**

Upon thorough review of the application, Ms. Kacani moved that the Committee recommend Board approval of the fair housing training program application contingent on references to "housing provider" being changed, as appropriate, to reference common interest communities.

Mr. Rogers seconded the motion which was unanimously approved by:
Kacani and Rogers.

Ms. Henshaw said that the Committee's recommendations will be presented at the June 26, 2014, Board meeting. The next Committee meeting will be held on Wednesday, September 10, 2014, at 1:00 p.m. if any training program applications are received.

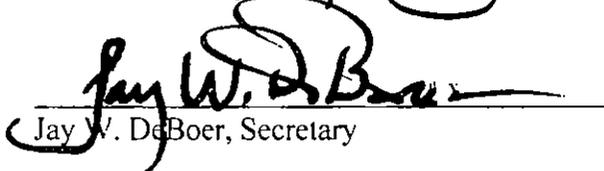
**June 26, 2014
Board Meeting**

There being no further business, the meeting was adjourned at 1:37 p.m.

Adjourn



Lucia Anna Trigiani, Chair



Jay W. DeBoer, Secretary

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

- 1. Name: Kimberly Kacani
- 2. Title: Board Member
- 3. Agency: Common Interest Community Board
- 4. Meeting/IFF Date: Training Program Review Committee Meeting
June 25, 2014

5. I have a personal interest in the following transaction:

Nature of Personal Interest Affected by Transaction:

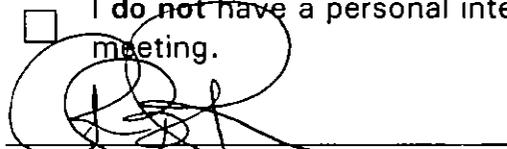
I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. I do not have a personal interest in any transactions taken at this meeting.



Signature

6-25-2014

Date

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: Douglas Rogers
2. Title: Board Member
3. Agency: Common Interest Community Board
4. Meeting/IFF Date: Training Program Review Committee Meeting
June 25, 2014

5. I have a personal interest in the following transaction:

Nature of Personal Interest Affected by Transaction:

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. I **do not** have a personal interest in any transactions taken at this meeting.

Signature



Date

