Minutes of Meeting
INFORMAL FACT-FINDING CONFERENCES
JUNE 21, 2007

The Department of Professional and Occupational Regulation convened in Richmond, Virginia, an Informal Fact-Finding Conferences pursuant to the Administrative Process Act.

Amy Chappell, Presiding Officer, presided. No other Board members were present.

Ilona LaPaglia appeared for the Department of Professional and Occupational Regulation.

The conferences were recorded by Inge Snead & Associates, LTD. and the Summaries or Consent Orders are attached unless no decision was made.

Disc = Disciplinary Case
Lic = Licensing Application
RF = Recovery Fund Claim

C = Complainant/Claimant
A = Applicant
R = Respondent/Regulant
W = Witness
Atty = Attorney
Inv = Investigator

Participants

1. Jerry J. Griffith
   File Number 2007-04809
   (NO DECISION MADE)

   Jerry Griffith – A

2. Tracey V. Mickie-Tann
   File Number 2007-04808
   (NO DECISION MADE)

   Tracey Mickie-Tann – A

3. Shon A. Sawyer
   File Number 2007-04821
   (NO DECISION MADE)

   Shon Sawyer – A

The meeting adjourned at 12:20 PM

VIRGINIA REAL ESTATE BOARD

Schaefer Oglesby, Chairman

Jay W. DeBoer, Secretary

STATE AND LOCAL GOVERNMENT
CONFLICT OF INTEREST ACT

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name: Amy Chappell

   Title: Presiding Officer

3. Agency: Real Estate Board

4. Transaction: Informal Fact-Finding Conferences on June 21, 2007

5. Nature of Personal Interest Affected by Transaction: _____

   none

6. I declare that:

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

   _____

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

   A Chappell — Signature

   6/21/07 — Date