



A motion was made by Mr. Gaeser and seconded by Ms. Daniels to adopt the following minutes: January 10, 2008, Informal Fact-Finding Conference; January 23, 2008, Informal Fact-Finding Conference; January 24, 2008 Informal Fact-Finding Conference; January 24, 2008, Real Estate Board meeting; January 31, 2008 Informal Fact-Finding Conference, and February 4, 2008 Informal Fact-Finding Conference. The motion passed unanimously. Members voting "Yes" were Brown, Childress, Clark, Clarke, Daniels, Gaeser, and Oglesby.

A motion was made by Ms. Clark and seconded by Ms. Daniels to adopt the February 12, 2008 Fair Housing/Real Estate Regulatory Review Committee meeting minutes. The motion passed unanimously. Members voting "Yes" were Brown, Childress, Clark, Clarke, Daniels, Gaeser, and Oglesby.

Liz Hayes, Fair Housing Administrator, updated the Board on the current Fair Housing case load.

In the matter of **Rosalyn Jackson-Rush and Alphonso Rush v. Christopher A. Georges and Company and Christopher A. Georges, REB File Number 2007-02016**, the Board reviewed the record which consisted of the Final Investigative Report, Case Analysis and Recommendation, and Official Consultation Memorandum from the Office of the Attorney General. Bryan Grimes Creasy, Attorney for the respondents was present and addressed the Board. A motion was made by Ms. Clark and seconded by Mr. Brown to find reasonable cause against the respondents for discrimination by refusing to rent based on familial status and defer issuing the charge for thirty days in order to pursue conciliation.

In the matter of **Bettie J. High v. Bettie Hairston, Hercules Real Estate Services and Todd Copeland, REB File Number 2007-00009**, the Board reviewed the record which consisted of the Final Investigative Report, Case Analysis and Recommendation, and Official Consultation Memorandum from the Office of the Attorney General. Bryan Grimes Creasy, Attorney for the respondents was present and addressed the Board.

At 9:21 A.M., Ms. Clark offered a motion which was seconded by Mr. Gaeser, that the Board be recessed and that the Real Estate Board immediately reconvene in closed meeting for the purpose of consultation with legal counsel and briefings by staff members pertaining to actual or probable litigation as permitted by §2.2-3711.A.7 of the *Code of Virginia*. The following non-members will be in attendance to reasonably aid the consideration of the topic: Steven Jack, Tom Payne, Liz Hayes, and Trudy Miller.

## Minutes

### Fair Housing Administrators Report

### Rosalyn Jackson-Rush and Alphonso Rush v. Christopher A. Georges and Company and Christopher A. Georges, REB File Number 2007- 02016

### Bettie J. High v. Bettie Hairston, Hercules Real Estate Services and Todd Copeland, REB File Number 2007-00009

## Closed Session

This motion is made with respect to the matter(s) identified as agenda item(s):

**Fair Housing Case 4 REB File Number 2007-00009, Bettie J. High v. Bettie Hairston, Hercules Real Estate Services and Todd Copeland**

At 9:35 A.M., a motion was made by Ms. Clark and seconded by Mr. Gaeser that the Board reconvene in open session.

WHEREAS, the Real Estate Board has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

**Certification**

WHEREAS, §2.2-3712 of the *Code of Virginia* requires a certification by this Real Estate Board that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Real Estate Board hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirement by Virginia law were discussed in the closed meeting to which this certification resolution applies and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Real Estate Board.

VOTE: 7-0

AYES: Brown, Gaeser, Clark, Oglesby, Clarke, Daniels, Childress.

NAYS: None

ABSENT FROM THE VOTE: None

ABSENT DURING THE MEETING: Leon and Taylor

In the matter of **Bettie J. High v. Bettie Hairston, Hercules Real Estate Services and Todd Copeland, REB File Number 2007-00009**, a motion was made by Ms. Clark and seconded by Mr. Gaeser to find no reasonable cause for discrimination in terms and conditions based on disability. The motion passed unanimously. Members voting "Yes" were Brown, Childress, Clark, Clarke, Daniels, Gaeser, and Oglesby.

**Bettie J. High v. Bettie Hairston, Hercules Real Estate Services and Todd Copeland, REB File Number 2007-00009**

A motion was made by Mr. Brown and seconded by Ms. Daniels to find

reasonable cause for failure to make reasonable accommodations for disability and defer issuing the charge for thirty days in order to pursue conciliation. The motion passed by majority vote. Members voting “Yes” were Brown, Childress, Clark, Clarke and Daniels. Members voting “No” were Gaeser and Oglesby.

In the matter of **Nancy McGuire v. Lisa Keller, Drucker & Falk, Inc., and Wendy C. Drucker, REB File Number 2008-01428**, the Board reviewed the record which consisted of the Final Investigative Report and Case Analysis and Recommendation. A motion was made by Ms. Daniels and seconded by Ms. Clark to close the case with a finding of no reasonable cause. Members voting “Yes” were Brown, Childress, Clark, Clarke, Daniels, Gaeser, and Oglesby.

**Nancy McGuire v. Lisa Keller, Drucker & Falk, Inc., and Wendy C. Drucker, REB File Number 2008-01428**

In the matter of **Leslie Dawkins and Juana Llorens v. David G. Sweet and Virginia Homes, Inc., REB File Number 2008-02088**, the Board reviewed the record which consisted of the Final Investigative Report and Case Analysis and Recommendation. A motion was made by Ms. Daniels and seconded by Ms. Clark to close the case with a finding of no reasonable cause. The motion passed unanimously. Members voting “Yes” were Brown, Childress, Clark, Clarke, Daniels, Gaeser, and Oglesby.

**Leslie Dawkins and Juana Llorens v. David G. Sweet and Virginia Homes, Inc., REB File Number 2008-02088**

A motion was made by Ms. Clarke and seconded by Mr. Gaeser to approve the Fair Housing Sub-Committee minutes of January 24, 2008. The motion passed unanimously. Members voting “Yes” were Brown, Childress, Clark, Clarke, Daniels, Gaeser, and Oglesby.

**Fair Housing Minutes**

In the matter of **File Number 2008-02391, Glen Stakem**, the Board reviewed the record which consisted of the application file, transcript and exhibits, and the Summary of the Informal Fact-Finding Conference of the presiding officer. Mr. Stakem, the applicant, and Mr. James Stakem, witness, were present and addressed the Board. A motion was made by Ms. Daniels and seconded by Ms. Childress to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference and approve Mr. Stakem’s application for a real estate salesperson’s license with the following conditions: 1) Stakem will be placed on probation for a period of two (2) years; 2) Stakem and his principle broker report quarterly to the Board that Stakem has not violated any state, federal, local law or regulations of the Board, and that he complies with all terms of his parole; 3) Upon successful completion of his parole, Stakem shall submit a letter from his parole officer stating that he has been released; and 4) Stakem immediately report any arrests and any positive drug screens to the Board.

**File Number 2008-02391, Glen Stakem**

In the matter of **File Number 2007-04749, Lynda B. Chafin**, the Board reviewed the record which consisted of the investigative file, transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary. Ms. Chafin was present and addressed the Board.

**File Number 2007-04749,**  
**Lynda B. Chafin**

A motion was made by Ms. Clark and seconded by Ms. Daniels to find a violation of 18 VAC 135-20-290 2 (Count 1) of the Board's 2003 Regulations. The motion passed unanimously. Members voting "Yes" were Brown, Childress, Clark, Clarke, Daniels and Gaeser.

A motion was made by Ms. Clark and seconded by Ms. Daniels to find no violation of 18 VAC 135-20-290 3 (Count 2) of the Board's 2003 Regulations. The motion passed unanimously. Members voting "Yes" were Brown, Childress, Clark, Clarke, Daniels and Gaeser.

A motion was made by Ms. Daniels and seconded by Ms. Clark to accept the recommendation of no sanctions for Count 1. The motion passed unanimously. Members voting "Yes" were Brown, Childress, Clark, Clarke, Daniels and Gaeser.

As the Presiding Board member, Mr. Oglesby did not participate in the discussion or votes pertaining to this matter.

In the matter of **File Number 2007-00657, Tracey E. Nester**, the Board reviewed the record which consisted of the investigative file, transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary. Donna Turner, the complainant was present and addressed the Board. A motion was made to accept the recommendation to find a violation of 18 VAC 135-20-220 B 1 (Count 1) of the Board's 2003 Regulations. The motion passed unanimously. Members voting "Yes" were Brown, Childress, Clark, Clarke, Daniels and Gaeser.

**File Number 2007-00657,**  
**Tracey E. Nester**

A motion was made to accept the recommendation to find a violation of 18 VAC 135-20-180 B 1 b (Count 2) of the Board's 2003 Regulations. The motion passed unanimously. Members voting "Yes" were Brown, Childress, Clark, Clarke, Daniels and Gaeser.

A motion was made to accept the recommendation to find a violation of 18 VAC 135-20-270 3 (Count 3) of the Board's 2003 Regulations. The motion passed unanimously. Members voting "Yes" were Brown, Childress, Clark, Clarke, Daniels and Gaeser.

A motion was made to accept the recommendation to find a violation of 18 VAC 135-20-310 1 (Count 4) of the Board's 1999 Regulations. The motion passed unanimously. Members voting "Yes" were Brown,

Childress, Clark, Clarke, Daniels and Gaeser.

A motion was made to accept the recommendation to find a violation of 18 VAC 135-20-260 10 (Count 5) of the Board's 2003 Regulations. The motion passed unanimously. Members voting "Yes" were Brown, Childress, Clark, Clarke, Daniels and Gaeser.

A motion was made by Ms. Daniels and seconded by Mr. Gaeser to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference to impose a monetary penalty of \$350.00 for the violation contained in Count 1. The motion passed unanimously. Members voting "Yes" were Brown, Childress, Clark, Clarke, Daniels and Gaeser.

A motion was made by Ms. Daniels and seconded by Mr. Gaeser to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference to impose a monetary penalty of \$500.00 for the violation contained in Count 2. The motion passed unanimously. Members voting "Yes" were Brown, Childress, Clark, Clarke, Daniels and Gaeser.

A motion was made by Mr. Gaeser and seconded by Ms. Daniels to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference to impose a monetary penalty of \$750.00 for the violation contained in Count 3. The motion passed unanimously. Members voting "Yes" were Brown, Childress, Clark, Clarke, Daniels and Gaeser.

A motion was made by Ms. Clark and seconded by Ms. Daniels to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference to impose a monetary penalty of \$300.00 for the violation contained in Count 1. The motion passed unanimously. Members voting "Yes" were Brown, Childress, Clark, Clarke, Daniels and Gaeser.

A motion was made by Ms. Clark and seconded by Ms. Daniels to reject the recommendation contained in the Summary of the Informal Fact-Finding Conference to instead impose a monetary penalty of \$500.00 for the violation contained in Count 5 and license revocation based upon the facts of the case and the egregious nature and the severity of the violations. The motion passed unanimously. Members voting "Yes" were Brown, Childress, Clark, Clarke, Daniels and Gaeser.

As the Presiding Board member, Mr. Oglesby did not participate in the discussion or votes pertaining to this matter.

The Board recessed from 10:21AM to 10:31AM

**Break**

In the matter of **File Number 2008-00151, Curtis Seltzer**, the Board issuance of a Cease and Desist Order. Curtis Seltzer, respondent, and Willcox Dunn, attorney for the respondent, were present and addressed the Board.

**File Number 2008-00151,  
Curtis Seltzer**

At 10:52 A.M., Ms. Childress offered a motion which was seconded by Ms. Daniels, that the Board be recessed and that the Real Estate Board immediately reconvene in closed meeting for the purpose of consultation with legal counsel and briefings by staff members pertaining to actual or probable litigation as permitted by §2.2-3711.A.7 of the *Code of Virginia*. The following non-members will be in attendance to reasonably aid the consideration of the topic: Steven Jack, Jay DeBoer, Mark Courtney and Christine Martine.

**Closed Session**

This motion is made with respect to the matter(s) identified as agenda item(s):

**22. REB File Number 2008-00151 Curtis Seltzer**

At 11:30 A.M., a motion was made by Ms. Childress and seconded by Ms. Clark that the Board reconvene in open session.

WHEREAS, the Real Estate Board has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

**Certification**

WHEREAS, §2.2-3712 of the *Code of Virginia* requires a certification by this Real Estate Board that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Real Estate Board hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirement by Virginia law were discussed in the closed meeting to which this certification resolution applies and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Real Estate Board.

VOTE: 5-0

AYES: Brown, Childress, Clark, Clarke and Daniels.

NAYS: None

ABSENT FROM THE VOTE: Oglesby and Gaeser

ABSENT DURING THE MEETING: Leon and Taylor

In the matter of **File Number 2008-00151, Curtis Seltzer**, a motion was made by Ms. Daniels and seconded by Ms. Clark to defer the file until the May 8, 2008 Board meeting pending discussions with Mr. Seltzer and his attorney. The motion passed unanimously. Members voting “Yes” were Brown, Childress, Clark, Clarke, Daniels and Gaeser.

**File Number 2008-00151,**  
**Curtis Seltzer**

In the matter of **File Number 2007-03504, Emma J. Jarrett**, the Board reviewed the record which consisted of the investigative file, transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary.

**File Number 2007-03504,**  
**Emma J. Jarrett**

A motion was made by Mr. Gaeser and seconded by Ms. Childress to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference and find a violation of §54.1-2139 A (Count 1) of the *Code of Virginia*. The motion passed unanimously. Members voting “Yes” were Brown, Childress, Clark, Clarke, Daniels and Gaeser.

A motion was made by Ms. Childress and seconded by Ms. Clark to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference to impose a monetary penalty of \$750.00 for the violation contained in Count 1. The motion passed unanimously. Members voting “Yes” were Brown, Childress, Clark, Clarke, Daniels and Gaeser.

As the Presiding Board member, Mr. Oglesby did not participate in the discussion or votes pertaining to this matter.

Ms. Clark turned the position of Chair over to Mr. Oglesby and recused herself from the meeting.

**Transfer of Chair**

In the matter of **File Number 2007-03372, Melinda E. Poirier**, the Board reviewed the Consent Order as seen and agreed to by Ms. Procise. A motion was made by Ms. Clark and seconded by Ms. Daniels to accept the proposed Consent Order wherein Ms. Poirier admits to a violation of 18 VAC 135-20-180.B.1.a (Count 1) of the Board’s 2003 Regulations, find a violation of 18 VAC 135-20-260.11 (Count 2) of the Board’s 2003 Regulations, find a violation of 18 VAC 135-20-270.3 (Count 3) of the Board’s 2003 Regulations, find a violation of 18 VAC 135-20-310.1 (Count 4) of the Board’s 2003 Regulation, find a violation of 18 VAC 135-20-260.10 (Count 5) of the Board’s 2003 Regulations and agrees to a

**File Number 2007-03372,**  
**Melinda E. Poirier**

monetary penalty of \$500.00 for the violation contained in Count 1, \$1,000.00 for the violation contained in Count 2, \$750.00 for the violation contained in Count 3, \$500.00 for the violation contained in Count 4 and \$1,500.00 for the violation contained in Count 5, as well as \$150.00 in Board costs for a total of \$4,400.00. In addition, for violation of Count 2 and 5, Poirier agrees to a one year suspension of her license. Also, Poirier agrees to complete sixteen (16) hours of continuing education pertaining to agency and escrow and/or other equivalent courses approved by the Board, if Poirier activates her license and becomes affiliated with a firm following the period of her license suspension. Poirier agrees to provide proof of attendance and successful completion of these courses by the Board, within (3) months of the activation of her license and placement of her license with a firm. It is acknowledged that satisfactory completion of the above-referenced continuing education hours will not count towards any continuing education requirement, if applicable, for renewal of license. Additionally, Poirier's broker shall report to the Board, on a quarterly basis for a period of one year that Poirier is complying with the Board's regulations. The motion passed unanimously. Members voting "Yes" were Brown, Childress, Clark, Daniels, Gaeser, and Oglesby.

As the Board member who reviewed the file, Ms. Clarke did not participate in the discussion or vote pertaining to this matter.

In the matter of **File Number 2008-000241, Glenn Glakas**, the Board reviewed the Consent Order as seen and agreed to by Mr. Glakas. A motion was made by Ms. Daniels and seconded by Ms. Childress to accept the proposed Consent Order wherein Mr. Glakas admits to a violation of 18 VAC 135-20-260.5 (Count 1) of the Board's 2003 Regulations, find a violation of 18 VAC 135-20-260.6 (Count 2) of the Board's 2003 Regulations, and agrees no monetary penalties in Counts 1 and 2 and \$150.00 in Board costs for a total of \$150.00. The motion passed unanimously. Members voting "Yes" were Brown, Childress, Clark, Daniels, Gaeser, and Oglesby.

**File Number 2008-000241, Glenn Glakas**

As the Board member who reviewed the file, Ms. Clarke did not participate in the discussion or vote pertaining to this matter.

In the matter of **File Number 2006-03974, Zabillo S. Mansouri**, the Board reviewed the Consent Order as seen and agreed to by Mr. Mansouri. A motion was made by Ms. Clark and seconded by Ms. Daniels to accept the proposed Consent Order wherein Mr. Mansouri admits to a violation of 18 VAC 135-20-210.B (Count 1) of the Board's 1999 Regulations, find a violation of 18 VAC 135-20-310.2 (Count 2) of the Board's 1999 Regulations, and agrees to a monetary penalty of

**File Number 2006-03974, Zabillo S. Mansouri**

\$500.00 for the violation contained in Count 1, \$1,000.00 for the violation contained in Count 2, and agrees to \$150.00 in Board costs for a total of \$1,650.00. In addition, for violation of Count 1, Mansouri agrees to complete four (4) hours of continuing education pertaining to Real Estate Contracts and/or other equivalent course approved by the Board; for violation of Count 2, Mansouri agrees to complete four (4) hours of continuing education pertaining to Ethics and/or other equivalent course approved by the Board; and Mansouri agrees to provide proof of attendance and successful completion of these courses within six (6) months of the effective date of the Order. It is acknowledged that satisfactory completion of the above-referenced continuing education hours will not count towards any continuing education requirement, if applicable, for renewal of license. The motion passed unanimously. Members voting "Yes" were Brown, Childress, Clark, Daniels, Gaeser, and Oglesby.

As the Board member who reviewed the file, Ms. Clarke did not participate in the discussion or vote pertaining to this matter.

Ms. Clarke returned and assumed the position of Chair.

In the matter of **File Number 2007-03320, Gary C. Martell**, the Board reviewed the Consent Order as seen and agreed to by Mr. Martell. A motion was made by Ms. Clark and seconded by Ms. Daniels to accept the proposed Consent Order wherein Mr. Martell admits to a violation of 18 VAC 135-20-260.1 (Count 1) of the Board's 2003 Regulations, and agrees to no monetary penalty in Count 1. In addition, for violation of Count 1, Martell agrees to revocation of his license. The motion passed unanimously. Members voting "Yes" were Brown, Childress, Clark, Clarke, Daniels, Gaeser and Oglesby.

In the matter of **File Number 2007-02958, Brian K. Sasser**, the Board reviewed the record which consisted of the investigative file, transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary.

A motion was made by Ms. Daniels and seconded by

As the presiding Board member at the Informal Fact-Finding Conference, Ms. Taylor did not participate in the discussion or vote related to this matter.

In the matter of **File Number 2007-01271, Annalisa Williams**, the Board reviewed the Consent Order as seen and agreed to by Ms. Williams. A motion was made by Mr. Leon and seconded by Ms. Clarke

**Transfer of Chair**

**File Number 2007-03320,**  
**Gary C. Martell**

**File Number 2007-02958,**  
**Brian K. Sasser**

**File Number 2007-01271,**  
**Annalisa Williams**

to accept the proposed Consent Order wherein Mr. Richter admits to a violation of 18 VAC 135-20-290.2 (Count 1) of the Board's 2003 Regulations, find a violation of §54.1-2131.A.4 (Count 2) of the *Code of Virginia*, and agrees to a monetary penalty of \$300.00 for the violation contained in Count 1, \$500.00 for the violation contained in Count 2, as well as \$150.00 in Board costs for a total of \$950.00. In addition, for violation of Count 1 and 2, Richter agrees to complete four (4) hours of continuing education pertaining to contracts and four (4) hours of continuing education pertaining to property management and/or other equivalent courses approved by the Board and provide proof of attendance and successful completion to the Board within six (6) months of the effective date of the Order. It is acknowledged that satisfactory completion of the above-referenced continuing education hours will not count toward any continuing education requirement, if applicable, for renewal of license. The motion passed unanimously. Members voting "Yes" were Brown, Childress, Clark, Clarke, Daniels, Gaeser, Leon and Oglesby.

As the presiding Board member at the Informal Fact-Finding Conference, Ms. Taylor did not participate in the discussion or vote related to this matter.

In the matter of **File Number 2007-03282, Garrett T. Baker**, the Board reviewed the Consent Order as seen and agreed to by Mr. Baker. A motion was made by Mr. Leon and seconded by Ms. Clarke to accept the proposed Consent Order wherein Mr. Richter admits to a violation of 18 VAC 135-20-290.2 (Count 1) of the Board's 2003 Regulations, find a violation of §54.1-2131.A.4 (Count 2) of the *Code of Virginia*, and agrees to a monetary penalty of \$300.00 for the violation contained in Count 1, \$500.00 for the violation contained in Count 2, as well as \$150.00 in Board costs for a total of \$950.00. In addition, for violation of Count 1 and 2, Richter agrees to complete four (4) hours of continuing education pertaining to contracts and four (4) hours of continuing education pertaining to property management and/or other equivalent courses approved by the Board and provide proof of attendance and successful completion to the Board within six (6) months of the effective date of the Order. It is acknowledged that satisfactory completion of the above-referenced continuing education hours will not count toward any continuing education requirement, if applicable, for renewal of license. The motion passed unanimously. Members voting "Yes" were Brown, Childress, Clark, Clarke, Daniels, Gaeser, Oglesby, and Taylor.

**File Number 2007-03282,**  
**Garrett T. Baker**

In the matter of **File Number 2007-03303, John H. Martin**, the Board reviewed the Consent Order as seen and agreed to by Mr. Martin. A motion was made by Mr. Leon and seconded by Ms. Clarke to accept the

**File Number 2007-03303,**  
**John H. Martin**

proposed Consent Order wherein Mr. Richter admits to a violation of 18 VAC 135-20-290.2 (Count 1) of the Board's 2003 Regulations, find a violation of §54.1-2131.A.4 (Count 2) of the *Code of Virginia*, and agrees to a monetary penalty of \$300.00 for the violation contained in Count 1, \$500.00 for the violation contained in Count 2, as well as \$150.00 in Board costs for a total of \$950.00. In addition, for violation of Count 1 and 2, Richter agrees to complete four (4) hours of continuing education pertaining to contracts and four (4) hours of continuing education pertaining to property management and/or other equivalent courses approved by the Board and provide proof of attendance and successful completion to the Board within six (6) months of the effective date of the Order. It is acknowledged that satisfactory completion of the above-referenced continuing education hours will not count toward any continuing education requirement, if applicable, for renewal of license. The motion passed unanimously. Members voting "Yes" were Brown, Childress, Clark, Clarke, Daniels, Gaeser, Oglesby, and Taylor.

In the matter of **File Number 2007-03316, Faisal A. Malik**, the Board reviewed the Consent Order as seen and agreed to by Mr. Malik. A motion was made by Mr. Leon and seconded by Ms. Clarke to accept the proposed Consent Order wherein Mr. Richter admits to a violation of 18 VAC 135-20-290.2 (Count 1) of the Board's 2003 Regulations, find a violation of §54.1-2131.A.4 (Count 2) of the *Code of Virginia*, and agrees to a monetary penalty of \$300.00 for the violation contained in Count 1, \$500.00 for the violation contained in Count 2, as well as \$150.00 in Board costs for a total of \$950.00. In addition, for violation of Count 1 and 2, Richter agrees to complete four (4) hours of continuing education pertaining to contracts and four (4) hours of continuing education pertaining to property management and/or other equivalent courses approved by the Board and provide proof of attendance and successful completion to the Board within six (6) months of the effective date of the Order. It is acknowledged that satisfactory completion of the above-referenced continuing education hours will not count toward any continuing education requirement, if applicable, for renewal of license. The motion passed unanimously. Members voting "Yes" were Brown, Childress, Clark, Clarke, Daniels, Gaeser, Oglesby, and Taylor.

**File Number 2007-03316,**  
**Faisal A. Malik**

In the matter of **File Number 2007-03774, Rodney K. Chenault**, the Board reviewed the Consent Order as seen and agreed to by Mr. Chenault. A motion was made by Mr. Leon and seconded by Ms. Clarke to accept the proposed Consent Order wherein Mr. Richter admits to a violation of 18 VAC 135-20-290.2 (Count 1) of the Board's 2003 Regulations, find a violation of §54.1-2131.A.4 (Count 2) of the *Code of Virginia*, and agrees to a monetary penalty of \$300.00 for the violation contained in Count 1, \$500.00 for the violation contained in Count 2, as

**File Number 2007-03774,**  
**Rodney K. Chenault**

well as \$150.00 in Board costs for a total of \$950.00. In addition, for violation of Count 1 and 2, Richter agrees to complete four (4) hours of continuing education pertaining to contracts and four (4) hours of continuing education pertaining to property management and/or other equivalent courses approved by the Board and provide proof of attendance and successful completion to the Board within six (6) months of the effective date of the Order. It is acknowledged that satisfactory completion of the above-referenced continuing education hours will not count toward any continuing education requirement, if applicable, for renewal of license. The motion passed unanimously. Members voting "Yes" were Brown, Childress, Clark, Clarke, Daniels, Gaeser, Oglesby, and Taylor.

In the matter of **File Number 2008-01265, Janice Manning**, the Board reviewed the Consent Order as seen and agreed to by Ms. Manning. A motion was made by Mr. Leon and seconded by Ms. Clarke to accept the proposed Consent Order wherein Mr. Richter admits to a violation of 18 VAC 135-20-290.2 (Count 1) of the Board's 2003 Regulations, find a violation of §54.1-2131.A.4 (Count 2) of the *Code of Virginia*, and agrees to a monetary penalty of \$300.00 for the violation contained in Count 1, \$500.00 for the violation contained in Count 2, as well as \$150.00 in Board costs for a total of \$950.00. In addition, for violation of Count 1 and 2, Richter agrees to complete four (4) hours of continuing education pertaining to contracts and four (4) hours of continuing education pertaining to property management and/or other equivalent courses approved by the Board and provide proof of attendance and successful completion to the Board within six (6) months of the effective date of the Order. It is acknowledged that satisfactory completion of the above-referenced continuing education hours will not count toward any continuing education requirement, if applicable, for renewal of license. The motion passed unanimously. Members voting "Yes" were Brown, Childress, Clark, Clarke, Daniels, Gaeser, Oglesby, and Taylor.

**File Number 2008-01265,  
Janice Manning**

In the matter of **File Number 2007-01168, Sam R. Stanford**,

**File Number 2007-01168,  
Sam R. Stanford**

Ms. Martine updated the Board on Legislation introduced for the 2008 Legislative session. No action was taken by the Board.

**Legislation Update**

Ms. Childress gave the Education Committee Report. A motion was made by Ms. Daniels and seconded by Mr. Gaeser to accept the March 19, 2008, Education Committee Report. The motion passed unanimously. Members voting "Yes" were Brown, Childress, Clark, Clarke, Daniels, Gaeser, Leon, Oglesby, and Taylor.

**Education Committee  
Report**

A motion was made by Mr. Gaeser and seconded by Ms. Childress to request the Board's education staff to inform all Board approved education providers that beginning with the January 2009 Education Committee meeting the Board will accept only PDF submissions of education applications. The motion passed unanimously. Members voting "Yes" were Brown, Childress, Clark, Clarke, Daniels, Gaeser, Leon, Oglesby, and Taylor.

**Old Business**

The Board reviewed the implementation plan presented by staff on criminal background checks being done on all initial applicants for licensure. After discussion of the options presented, a motion was made by Ms. Clarke and seconded by Mr. Gaeser to pursue a Request for Proposal (RFP) for a third party vendor. The motion passed unanimously. Members voting "Yes" were Brown, Childress, Clark, Clarke, Daniels, Gaeser, Leon, Oglesby, and Taylor.

**Other Business**

There being no further business, the Board adjourned at 12:49 PM.

**Adjourn**

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Carol Clarke, Chair

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Jay DeBoer, Secretary