

**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 Thursday September 10, 2015, 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:

Kimberly Kacani, Chair
Kristie Helmick
Thomas Mazzei
Paul Orlando
David Watts

Committee member Lucia Anna Trigiani (Ex-Officio) was not in attendance.

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

Trisha L. Henshaw, Executive Director
Jill R. Hrynciw, Board Administrator
Tanya M. Pettus, Administrative Assistant

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

Finding a quorum of the Committee present, Ms. Kacani, Chair, called **Call to Order** the meeting to order at 9:02 a.m.

Ms. Kacani provided Emergency Evacuation Procedures. **Emergency Evacuation Procedures**

Mr. Orlando moved to approve the agenda. Mr. Mazzei seconded the motion which was unanimously approved by: Kacani, Helmick, Mazzei, Orlando, and Watts. **Approval of Agenda**

Ms. Kacani opened the floor for public comment. No members of the public present requested to speak. **Public Comment Period**

The Committee reviewed for approval the *Fair Housing Laws Training for Common Interest Community Management* training program application from Vandeventer Black. **Review of Vandeventer Black Training Program Titled Fair Housing**

After discussion, Mr. Mazzei moved that the Committee recommend Board-approval of the training program application, with the recommendation that there should be an emphasis on the language used pertaining to familial status and specific uses of facilities.

**Laws Training for
Common Interest
Community
Management**

Mr. Orlando seconded the motion which was unanimously approved by: Kacani, Helmick, Mazzei, Orlando, and Watts.

There being no further business, Mr. Orlando moved to adjourn. The motion was seconded by Ms. Helmick. The meeting was adjourned at 9:08 a.m.

Adjourn

Lucia Anna Trigiani, Chair

Jay W. DeBoer, Secretary

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