

**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, March 27, 2014, at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, 2<sup>nd</sup> Floor, Board Room 1, Richmond, Virginia 23233.

The following members were present:

Douglas Rogers, Chair  
Elena Ferranti  
Kristie Helmick  
Thomas Mazzei  
Lucia Anna Trigiani (Ex-Officio)

Committee member Kimberly Kacani was not in attendance.

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

Nick Christner, Acting 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 9:03 a.m.

**Call to Order**

Ms. Helmick moved to approve the agenda. Miss Ferranti seconded the motion which was unanimously approved by: Ferranti, Helmick, Mazzei, 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 Vandeventer Black, LLP. The training program titled *Vandeventer Black's Community Association Manager Law & Regulations Seminar* is a Virginia common interest community law and regulation training program. Ms. Shalanda Franklin was present from Vandeventer Black, LLP to address any questions from the Committee.

**Review of  
Vandeventer Black,  
LLP's Training  
Program titled  
Vandeventer  
Black's Community  
Association  
Manager Law &**

Upon thorough review of the application, Mr. Mazzei moved that the

Committee recommend Board approval of the law and regulation training program application. **Regulations Seminar**

Ms. Helmick seconded the motion which was unanimously approved by: Ferranti, Helmick, Mazzei, and Rogers.

Ms. Henshaw said that the Committee's recommendation will be presented at the March 27, 2014, Board meeting. The next Committee meeting will be held on Wednesday, June 25, 2014, at 1:00 p.m. if any training program applications are received. **March 27, 2014 Board Meeting**

There being no further business, the meeting was adjourned at 9:08 a.m. **Adjourn**

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Lucia Anna Trigiani, Chair

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Nick Christner, Acting Director

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