



COMMONWEALTH of VIRGINIA

Department of Professional and Occupational Regulation

Glenn A. Youngkin
Governor

G. Bryan Slater
Secretary of Labor

Demetrios J. Melis
Director

VIRGINIA REAL ESTATE BOARD EDUCATION COMMITTEE MEETING REPORT

The Real Estate Board Education Committee met on Wednesday, March 15, 2023, at 2:00 p.m., at the Department of Professional & Occupational Regulation in Richmond, Virginia.

Committee Members present: Nan Piland, Committee Chair
Kemper Funkhouser, Board Member

Department Staff Members present: Stephen Kirschner, Deputy Director
Erin Madden, Regulatory Operation Administrator
Mia Quimpo, Licensing Specialist
Chris Kunkel, Licensing Specialist

Ms. Piland called the meeting to order at 2:30 p.m.

A motion was made to approve the agenda. The Committee approved it unanimously.

Public Comment

Mr. Dan Kern, Virginia Housing, spoke to the Committee regarding Ms. Houchin's & Ms. Pinkney's instructor's previous applications for CE & PLE instructors. The committee voted to reconsider the previously denied application categories. The applications for Ms. Houchin's & Ms. Pinkney's instructor's previous applications for CE & PLC instructors were approved.

Discussion Items

Real Estate Education Applications

The following applications were recommended for approval without stipulation, unless otherwise noted:

I. Proprietary School Applications

1. 0211001344 – Charles Huang PLLC, Alexandria, VA
Contact Person: Charles Huang
2. 0211001345 – Finance of America Reverse, LLC. dba: FAR, Tulsa, OK
Contact Person: Christina Danish
3. 0211001347 – VisitAble. LLC, Fairfax, VA. Contact Person: Josef Jamison
4. 0211001346 – Garcia Hall Group, LLC, dba: Advantage Academy, Ashland, VA
Contact Person: Jimmy Garcia

5. 0211001348 - Blue Ribbon School of Real Estate, LLC, Martinsburg, VA
Contact Person: Tracy Adams
6. 0211001348 – Westcor Land Title Insurance Company, Denver CO
Contact Person: Bettina Arthur

II. Post-License and Continuing Education Course Applications

A. Original Post-License and Continuing Education Course Applications, Approved Schools:

1. 0214028152 / 0214028153 - Credit Essentials, 2 hours Real Estate Related or 2 hours Current Industry Issues and Trends, DAAR
2. 0214028154 - Rent Back Agreements & Early Possession, 1-hour Real Estate Contracts, Hunter Hanger & Associates, P.C.
3. 0214028155 - Current Industry & Trends; Re Finance, 2 hours Real Estate-Related Finance, New Millennium University (**Change course name**)
4. 0214028156 – Real Estate Risk Management, 3 hours Risk Management, New Millennium University
5. 0214028157 – Real Estate Law & Board Regulations, 6 hours Real Estate Law & Board Regulations, New Millennium University
6. 0214028158 – How to Survive a Home Inspection, 1-hour Real Estate Contracts, and 1-hour Real Estate Related, Action Real Estate, LLC
7. 0214028159 - Real Estate CE Day 1 - Morning Session, 3 hours Ethics and Standards of Conduct, and 1-hour Real Estate Agency, Action Real Estate, LLC
8. 0214028160 - Real Estate CE Day 2 - Afternoon Session, 4 hours Real Estate Related, Action Real Estate, LLC
9. 0214028161 – 2022 From Contract till Closing, 1-hour Legal Updates, 1-hour Real Estate Contracts, and 1 hour Real-Estate Related, Action Real Estate, LLC
10. 0214028167 – Working with Sellers as Standard Agent, 2 hours Real Estate Related, Action Real Estate, LLC
11. 0214028168 – Working with Sellers as A Standard Agent in VA – Part 2 – Getting it Sold, 1-hour Real Estate Contracts, and 1-hour Real Estate Related, Action Real Estate, LLC
12. 0214028169 - 2022 Understanding the CVRMLS Purchase Agreement, 1-hour Real Estate Contracts, and 1-hour Real Estate Related, Action Real Estate, LLC
13. 0214028170 - Real Estate CE Day 1 - Afternoon Session, 1-hour Legal Updates, 1-hour Real Estate Contracts, and 2 hours Real Estate Related, Action Real Estate, LLC
14. 0214028171 – 2022 Real Estate CE Day 2 – Morning Session, 2 hours Fair Housing, 1-hour Legal Updates, and 1-hour Real Estate Related, Action Real Estate, LLC
15. 0214028172 – 2023 NVAR Contract, 2 hours Real Estate Contract, Champion University
16. 0214028173 – NVAR’s July 2022 Sales Contract, 2 hours Real Estate Related, Capital Area Title, LLC

17. 0214028174 - NVAR's July 2022 Sales Contract – Part 1, 1-hour Real Estate Related, Capital Area Title, LLC
18. 0214028175 - NVAR's July 2022 Sales Contract – Part 2, 1-hour Real Estate Related, Capital Area Title, LLC
19. 0214028178 / 0214028179 - PM 107: It's Over When It's Over, 1-hour Real Estate Contracts and 3 hours Real Estate Related or 2 hours Current Industry Issues and Trends, VAR
20. 0214028180 – NVAR Broker Risk and Liability, 2 hours Broker Management, NVAR
21. 0214028181 / 0214028182 – Escrow Requirements, 3 hours Real Estate Related or 3 hours Escrow Requirements, Cindy Bishop Worldwide
22. 0214028183 - Why Does It Matter Who I Represent (On-line), 3 hours Real Estate Agency, Systems Effect, LLC
23. 0214028184 / 0214028185 – Senior Real Estate Specialist, 8 hours Real Estate Related or 2 hours Current Industry Issues and Trends, FAAR Academy
24. 0214028186 / 0214028187 – Contract Writing, 6 hours Real Estate Contracts or 6 hours Contract Writing, Peninsula Real Estate School
25. 0214028188 – What Is Title Insurance? 1-hour Real Estate Related, FNTIC
26. 0214028190 / 0214028191 – Escrow Requirements, 3 hours Real Estate Related or 3 hours Escrow Requirements, Peninsula Real Estate School
27. 0214028200 – Local Government and VR Legislative Agenda, 1-hour Legal Updates, Liz Moore University, LLC **The Committee recommended this course be denied as more legal updates are required.**
28. 0214028201 / 0214028202 – Contracts 101, 6 hours Real Estate Contracts or 6 hours Contract Writing, Liz Moore University, LLC
29. 0214028204 – Bankruptcy Basics, 1-hour Real Estate Related, FNTIC
30. 0214028205 - Decedent Estates & Transfer Death Deeds, 1-hour Real Estate Related, FNTIC
31. 0214028206 - Recent Trends in Real Estate Fraud, 1-hour Real Estate Related, FNTIC
32. 0214028223 – Ethics, 3 hours Ethics and Standards of Conduct, PenFed Realty
33. 0214028225 – Credit Essentials, 2 hours Real Estate Related, HRRA
34. 0214028226 - Lien on Me: Mechanics' Lien Coverage in VA, 1-hour Real Estate Related, FNTIC
35. 0214028235 / 0214028236 – Sewer Inspection, 2 hours Real Estate Related or 2 hours Current Industry Issues and Trends, SVAR
36. 0214028237 - Virginia Post-Licensing: Contract Writing V4.0 (On-line), 6 hours Contract Writing, Dearborn Financial Publishing, Inc. d.b.a. REcampus.com **The Committee recommended this course be denied as there are not enough Virginia content.**
37. 0214028257 / 0214028258 – Escrow Requirements, 3 hours Real Estate Related or 3 hours Escrow Requirements, CAAR
38. 0214028259 / 0214028260 - What Is an Appraisal, 2 hours Real Estate Related or 2 hours Current Industry Issues and Trends, CAAR
39. 0214028261 / 0214028262 – Contracts and Legislative Updates, 1-hour Legal Updates and 2 hours Real Estate Contracts or 2 hours Current Industry Issues and Trends, RAR

- 40.0214028264 – Fair Housing, 2 hours Fair Housing, Titan Title, LLC
- 41.0214028266 - Navigating Co-op(eration), 2 hours Broker Management, VAR
- 42.0214028267 – Broker Social Media Challenges, 1 hour Broker Management, VAR
- 43.0214028268 - Broker Updates, Trends & Resources, 2 hours Legal Updates, VAR
- 44.0214028275 -Advanced Residential Finance, 4 hours Real Estate Related, NVAR
- 45.0214028278 – Owners Title for Commercial Transactions, 1-hour Real Estate Related, Safe Harbor Title Company
- 46.0214028279 - Broker Update, Trends, and Resources, 2 hours Broker Management, VAR
- 47.0214028280 - Advertising for Brokers, 2 hours Broker Management, VAR
- 48.0214028281 -Broker Management Nuts & Bolts, 1 hour Broker Management, VAR
- 49.0214028282 - Advertising for Brokers, 2 hours Legal Updates, VAR
- 50.0214028285 - Effective Training Techniques for Brokers, 1 hour Broker Management, VAR
- 51.0214028286 / 0214028287 – Marketing the Listing, 1-hour Real Estate Related, or 2 hours Current Industry Issues and Trends, RAR
- 52.0214028288 - Disability Inclusion-FHA and Beyond, 1-hour Real Estate Related, CVSRE
- 53.0214028290 / 0214028291 - Reviewing an Appraisal, 2 hours Real Estate Related or 2 hours Current Industry Issues and Trends, CVSRE
- 54.0214028292 – Virginia’s Agency Law, 1-hour Real Estate Agency, and 2 hours Real Estate Related, Ann Palmateer Real Estate School, LLC
- 55.0214028293 - First-Time Homebuyer Financing, 1-hour Real Estate Related, NVAR
- 56.0214028294 - Understanding the Pre-Approval Process, 1-hour Real Estate Related, NVAR
- 57.0214028295 – FHA Mortgages, 1-hour Real Estate Related, NVAR
- 58.0214028297 – Constructing Real Estate Agreements, 1-hour Real Estate Contracts, and 2 hours Real Estate Related, Ann Palmateer Real Estate School, LLC
- 59.0214028298 / 0214028299 – What’s in the REIN offer to Purchase Agreement? 1-hour Real Estate Contracts, and 5 hours Real Estate Related or 6 hours Contract Writing, Ann Palmateer Real Estate School, LLC
- 60.0214028302 – VA Current Industry Issues and Trends, 2 hours Current Industry Issues and Trends, Henderson Professional Development Seminars
- 61.0214028303 – VA Real Estate Law and Board Regulations, 6 hours VA Real Estate Law and Board Regulations, HPDS
- 62.0214028304 - RI 507: Ethics and Professional Responsibility, 3 hours Ethics and Standards of Conduct (PLE), VAR
- 63.0214028305 / 0214028306 - RI 507: Ethics and Professional Responsibility, 2 hours Fair Housing, 3 hours Ethics, and 1-hour Real Estate Related or 2 hours Fair Housing, VAR

64. 0214028307 - 2023 Economic and Real Estate Market Outlook, 1-hour Real Estate Related, VAR
65. 0214028308 – Mock Settlement, 1-hour Real Estate Related, Highland ACE, LLC
66. 0214028309 - Understanding the Differences Between Hoarding v Chronic Disorganization, 2 hours Real Estate Related, NVAR
67. 0214028310 / 0214028311 – High Performing Homes, 3 hours Real Estate Related or 2 hours Current Industry Issues and Trends, DAAR
68. 0214028312 / 0214028313 – Solar for Real Estate Agents, 2 hours Real Estate Related or 2 hours Current Industry Issues and Trends, DAAR. **The Committee recommended two hours of credit for this course.**
69. 0214028315 / 0214028316 - Big Tent Diversity, 3 hours Real Estate Related or 2 hours Current Industry Issues and Trends, DAAR
70. 0214028317 / 0214028318 – Disclosed to Closed, 2 hours Real Estate Related or 2 hours Current Industry Issues and Trends, FAAR Academy
71. 0214028321- VA Loans for New and Experienced Realtors, 1-hour Real Estate Related, Hampton Roads Realtors Association
72. 0214028322 / 0214028323 – Update on Legislation & Property Management Issues, 3 hours Legal Updates or 2 hours Current Industry Issues and Trends, FutureLaw Real Estate School, LLC
73. 0214028324 – Real Estate Closings and Disabilities, 1-hour Real Estate Contracts, FATICO
74. 0214028325 – Fair Housing, 2 hours Fair Housing, and 1-hour Real Estate Related, Ann Palmateer Real Estate School
75. 0214028326 / 0214028327 – VA Agency Law, 3 hours Real Estate Agency or 3 hours VA Agency Law, HPDS
76. 0214028328 / 0214028329 – VA Ethics and Standards of Conduct, 3 hours Ethics (CE/PLE), HPDS
77. 0214028330 – Sales and Marketing 101 for Real Estate Professionals. 8 hours Real Estate Related, HPDS **The Committee recommended this course be denied as it does not protect the health, welfare and safety of the public.**
78. 0214028331 - The Insider's Guide to Commercial Real Estate, 8 hours Real Estate Related, HPDS
79. 0214028332 - Broker Supervision & Management of Real Estate Agents, 6 hours Broker Management and 2 hours Broker Supervision, HPDS
80. 0214028333 – Residential Leasing (On-line), 4 hours Real Estate Related, 4ICE.COM
81. 0214028334 – Commercial Leasing (On-line), 4 hours Real Estate Related, 4ICE.COM
82. 0214028335 – Real Estate Legal Issues (On-line), 3 hours Real Estate Related, 4ICE.COM
83. 0214028336 – VA Agency, Legal Update & Contracts (On-line), 1-hour Legal Updates, 1-hour Real Estate Agency, and 1-hour Real Estate Contracts, 4ICE.COM
84. 0214028337 – Ethics (On-line), 3 hours Ethics and Standards of Conduct, 4ICE.COM
85. 0214028338 – Green Matters and the Environment (On-line), 4 hours Real Estate Related, 4ICE.COM

- 86.0214028339 – Disclosure (On-line), 4 hours Real Estate Related, 4ICE.COM
- 87.0214028340 – Fair Housing (On-line), 2 hours Fair Housing, and 1-hour Real Estate Related, 4ICE.COM
- 88.0214028343 – Fundamentals of CRE Negotiation, 6 hours Real Estate Related, Knowledge Masters, LLC
- 89.0214028344 – Introduction to Well Mechanics, 1-hour Real Estate Related, GCAAR
- 90.0214028345 - Guide to Indoor Air Quality: Radon, 1-hour Real Estate Related, GCAAR
- 91.0214028346 - Mold, Everything You've Never Been Taught, 3 hours Real Estate Related, GCAAR **The Committee recommended this course be denied as the content did not justify 3 hours.**
- 92.0214028347 - Mold, Everything You've Never Been Taught, 1-hour Real Estate Related, GCAAR
- 93.0214028350 / 0214028351 – Mortgage Assumptions 2023, 2 hours Real Estate Related or 2 hours Real Estate-Related Finance, Institute of Continuing Education
- 94.0214028352 – 1031 Exchange Basics, 1-hour Real Estate Related, Institute of Continuing Education

B. Original Post-License and Continuing Education Course Applications, Pending Schools:

1. 0214028166 – Unlock Purchasing Power-In Reverse, 2 hours Real Estate Related, FAR
2. 0214028269 - Disability Inclusion_ FHA & Beyond, 1-hour Real Estate Related, VisitAble, LLC
3. 0214028270 - Disability Inclusion_ FHA & Beyond (On-line), 1-hour Real Estate Related, VisitAble, LLC
4. 0214028341 – ABC of Deeds, 1-hour Real Estate Related, Charles Huang PLLC
5. 0214028342 – Reviewing ALTA Statements & CDs, 1-hour Real Estate Related, Charles Huang, PLLC

III. Pre-License Education Instructors

1. 0230001710 – Cherish Renetta Avallone – Experience and Professional Designation (Principles)
2. 0230001698 – Kayli Michels – Education and Professional Designation (Principles) **2nd submission**
3. 0230001711 – Jason Groah – Professional Designation and Waiver (Principles)
4. 0230001712 - Amanda Elrod – Experience and Professional Designation (Principles)
5. 0230001713 – Tracy Adams – Experience and Waiver (Principles) **The committee recommended this applicant be denied as more teaching experience is needed.**

6. 0230001714 – Victoria Lynn Bailey – Professional Designation and Waiver (Principles) **The committee recommended this applicant be denied as she needs further proof of expertise.**

IV. Pre-License Education Courses

1. 0214028234 – 45 hours Broker Real Estate Brokerage (Classroom), RAR
2. 0214028238 – 60 hours Salesperson Principles and Practices of Real Estate (On-line), Innervision Realty
3. 0214028271 – 45 hours Broker Real Estate Appraisal (Classroom), Innervision Realty
4. 0214028272 – 45 hours Broker Real Estate Brokerage (Correspondence), Moseley Real Estate School
5. 0214028273 – 45 hours Broker Real Estate Property Law (Correspondence), Moseley Real Estate School **The committee recommended this course be denied due to lack of instructor.**
6. 0214028274 – 45 hours Broker Real Estate Finance (Correspondence), Moseley Real Estate School **The committee recommended this course be denied due to lack of instructor.**
7. 0214028353 – 60 hours Salesperson Principles and Practices of Real Estate (Classroom), AllAccess Real Estate and Consulting
8. 0214028354 – 45 hours Broker Real Estate Brokerage (Classroom), RAR **The committee tabled this application.**

V. Post-License and Continuing Education Instructor Approval Applications

1. Carol Lynn Sondrini
2. Heidi Autumn Marine
3. Lisa Sivori Mitchell
The Committee recommended this applicant for approval for CE Escrow & CE Title.
4. Marcus B Simon
The Committee recommend this applicant for approval under all requested categories except Ethics & Finance.
5. Todd Edward Condron
The Committee recommended this applicant for approval under all requested categories except for Fair Housing, Ethics, Finance & Investment.
6. Michael Aharoni
7. Evan Lee Womble
The Committee recommended this applicant for approval under all requested categories except for Fair Housing, Ethics & Finance.
8. Shannon Marie Blatt
The Committee recommended this applicant for approval under all requested categories except for Ethics, Finance, Taxes in Real Estate.
9. Rebecca C. Morgan
10. Paula Sue Caplinger

The Committee recommended this applicant for approval under all requested categories except for Ethics, Finance & Taxes in Real Estate and Commercial Real Estate.

11. Robert Eugene Baker
12. Michael Lee Chang
13. Frank Edward Butler, IV
14. Kristin Olbert

The Committee recommended this applicant for approval under all requested categories except for Ethics and Construction Loan Procedures.

15. Cynthia Ann Nahorney

The Committee recommended this applicant for approval under all requested categories except for Ethics & Finance.

16. Michelle Le Statz

The Committee recommended this applicant for approval under all requested categories except for Ethics, Finance & Commercial Real Estate.

17. Jerry C. Booth, Jr.
18. Bryce Thorpe Morrison
19. William Allen Bristow

The Committee recommended this applicant for approval under all requested categories except for Real Estate Law & Board Regulations.

20. Sandra Elizabeth Raynor

The Committee recommended this applicant for approval under all requested categories except for Ethics.

21. Graham Crawford Daniels
22. Josef David Jamison
23. Cory Paradis
24. Martin Erwin Turk
25. Maura Neill
26. Byron Albert Smith
27. Woody Ray Fincham – asking for a new category
28. Pamela Brookstein
29. Jolene Knoll Moore
30. Jeffrey Scott Anderson
31. Louis Todd Caplan
32. Timothy J. Fitzwilliams
33. Frederick Napolitano
34. Kevin Michael Barnaba
35. Eric K. Garrett
36. Sasha Farmer Tripp

New Business – None.

The meeting adjourned at 5:00 p.m.