



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, May 17, 2023, at 2:00 p.m., at the Department of Professional & Occupational Regulation in Richmond, Virginia.

Committee Members present: Nancy 'Nan' Piland, Committee Chair
Joseph 'Kemper' Funkhouser, III, Board Member
David Perry, Board Member

Department Staff Members present: Stephen Kirschner, Deputy Director
Mia Quimpo, Licensing Specialist

Ms. Piland called the meeting to order at 2:03 p.m.

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

Public Comment

None

Discussion Items

The committee discussed how to handle courses that are approved for less than the requested hours. Mr. Kirschner indicated staff will obtain consent from the provider and provide additional information to them about the modification. The committee also discussed the need to require providers to update courses after changes in the law.

Real Estate Education Applications

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

I. Proprietary School Applications

1. 0211001350 – MKB RE, LLC, Roanoke, VA
Contact Person: Kermit Hale
2. 0211001351 – Mitchell Law, PLC, Gainesville, VA
Contact Person: James E. Mitchell, III
3. 0211001354 – Guardian Title and Escrow, L.C. Woodbridge, VA
Contact Person: Nicole Marucci

II. Post-License and Continuing Education Course Applications

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

1. 0214028367 – The Tiny House: Is It a Phase or Craze? 4 hours Real Estate Related, Dearborn Financial Publishing, Inc. **The Committee recommended this course be approved only for 2 hours.**
2. 0214028373 – CIPS – Africa and International Real Estate, 6 hours Real Estate Related, Team Real Education Solutions, LLC **The Committee recommended this course be denied as it did not contain specific real estate related materials.**
3. 0214028374 - CIPS - Asia Pacific & International Real Estate, 6 hours Real Estate Related, Team Real Education Solutions, LLC **The Committee recommended this course be denied as it did not contain specific real estate related materials.**
4. 0214028375 - CIPS - Europe and International Real Estate, 6 hours Real Estate Related, Team Real Education Solutions, LLC **The Committee recommended this course be denied as it did not contain specific real estate related materials.**
5. 0214028376 - CIPS - Local Markets, 6 hours Real Estate Related, Team Real Education Solutions, LLC **The Committee recommended this course be denied as it did not contain specific real estate related materials.**
6. 0214028377 - CIPS - The Americas and International Real Estate, 6 hours Real Estate Related, Team Real Education Solutions, LLC **The Committee recommended this course be denied as it did not contain specific real estate related materials.**
7. 0214028378 - Global Real Estate -Transaction Tools, 6 hours Real Estate Related, Team Real Education Solutions, LLC **The Committee recommended this course be denied as it did not contain specific real estate related materials.**
8. 0214028379 / 0214028380 – RPR: Informing and Protecting Buyer Clients, 2 hours Real Estate Related or 2 hours Current Industry issues and Trends, Hampton Roads Realtors
9. 0214028384 - Fundamentals of the Financial Calculator, 3 hours Real Estate Related, Knowledge Masters, LLC
10. 0214028385 - Increasing CRE Return & Value with Cost Segregation, 3 hours Real Estate Related, Knowledge Masters, LLC
11. 0214028386 - Foreclosures, Liens & Bankruptcy 1-hour Real Estate Related, FNTIC
12. 0214028387 / 0214028388 - HOA Rules for Real Estate, 1-hour Real Estate Contracts and 1-hour Real Estate Related or 2 hours Current Industry Issues and Trends, Institute of Continuing Education **The Committee recommended this course be denied as it did not contain new HOA rules.**
13. 0214028389 / 0214028390 – Code of Ethics, 3 hours Ethics and Standards of Conduct (CE or PLE), Institute of Continuing Education **The Committee recommended this course be denied as it did not contain a current code of ethics.**
14. 0214028391 / 0214028392 - Understanding the Financing Addendum, 1-hour Real Estate Contracts, and 1-hour Real Estate Related, or 2 hours Real Estate-Related Finance, Institute of Continuing Education

15. 0214028393 / 0214028394 – The Code of Ethics, 3 hours Ethics and Standards of Conduct (CE or PLE), Chesapeake Bay & Rivers School of Real Estate
16. 0214028395 – 0214028400 - Pricing Strategies-Mastering the CMA, 1-hour Real Estate Related, or 2 hours Current Industry Issues and Trends, CAAR
17. 0214028399 – Till Death Do Us Part? 1-hour Real Estate Contracts, Institute of Continuing Education
18. 0214028406 - Introduction to Home Inspections for Real Estate Professionals (On-line), 9 hours Real Estate Related, INTERNACHI **The Committee recommended this course be denied as it is not relevant to real estate.**
19. 0214028407 - How to present a VA offer Sellers will Accept, 3 hours Real Estate Related, HARRA
20. 0214028412 - Agency: A Complicated Relationship, 1-hour Real Estate Agency, VAR
21. 0214028413 - Antitrust: Monopoly Isn't Just a Game, 1-hour Legal Updates, VAR
22. 0214028414 - Antitrust: Monopoly Isn't Just a Game, 1-hour Broker Management, VAR
23. 0214028415 / 0214028416 - Advertising for Property Managers, 2 hours Legal Updates or 2 hours Current Industry Issues and Trends, VAR
24. 0214028417 - Agency for Property Managers, 1 hour Broker Management, VAR
25. 0214028418 - Common Legal Hotline Q&A for PM, 1-hour Legal Updates, VAR
26. 0214028419 / 0214028420 - Understanding Credit, 2 hours Real Estate Related or 2 hours Current Industry Issues and Trends, DAAR
27. 0214028421 / 0214028422 - Financing - Just the Facts, 2 hours Real Estate Related or 2 hours Current Industry Issues and Trends, DAAR
28. 0214028425 / 0214028426 – REALTOR Code of Ethics, 3 hours Ethics and Standards of Conduct (CE or PLE). CVSRE
29. 0214028427 – Legal Updates, 1-hour Legal Updates, Liz Moore University, LLC
30. 0214028428 / 0214028429 – REIN Contracts 101, 1 hours Real Estate Contracts, or 6 hours Contract Writing, Liz Moore University, LLC
31. 0214028430 / 0214028431 – Don't Get Taken, 2 hours Real Estate Related or 2 hours Current Industry Issues and Trends, FAAR
32. 0214028433 / 0214028434 - Landscaping and Land Stewardship BMPs, 2 hours Real Estate Related or 2 hours Current Industry Issues and Trends, VA Polytechnic Institute & State University - **The Committee recommended this course be denied as it is outside the scope of real estate licensing.**
33. 0214028435 – Real Estate Closings and Disabilities, 1-hour Real Estate Related, FATIC
34. 0214028436 / 0214028437 – There's a Form for That! 2 hours Real Estate Related or 2 hours Current Industry Issues and Trends, SVAR
35. 0214028438- Working with Rentals, 2 hours Broker Management, Cindy Bishop Worldwide, LLC
36. 0214028439 / 0214028440 – Working with Rentals, 2 hours Real Estate Related or 2 hours Current Industry Issues and Trends, Cindy Bishop Worldwide, LLC
37. 0214028441 – Escrow Requirements, 3 hours Broker Management, Cindy Bishop Worldwide
38. 0214028442 - 2023 New Laws, 1-hour Legal Updates, VAR

39. 0214028443 - Virginia Post-Licensing: Contract Writing V4.0 (On-line), 6 hours Contract Writing, Dearborn Financial Publishing
40. 0214028444 – Ethically Speaking, 1-hour Real Estate Related, VAR
41. 0214028445 - MLS Campus Inc – Contract Writing (On-line), 6 hours Contract Writing, MLS Campus Inc – **The Committee recommended this course be denied as it did not contain the amount of contract writing material for a post license education course.**
42. 0214028446 - Legal Updates and Flood Hazard, 1-hour Legal Updates, CBRSRE
43. 0214028447 / 0214028448 - Legislative and Transaction Forms Update, 1-hour Legal Updates, and 1-hour Real Estate Contracts or 2 hours Current Industry Issues and Trends, RAR
44. 0214028449 - Legislative and Transaction Forms Update, 2 hours Broker Management, RAR
45. 0214028450 - Updates on Virginia Real Estate Law, 1-hour Real Estate Related, FNTIC
46. 0214028451 – Real Estate Agency (Classroom), 1-hour Real Estate Agency, Tristar Academy Inc
47. 0214028454 / 0214028455 – General Principles of Escrow, 1-hour Real Estate Contracts, and 2 hours Real Estate Related or 3 hours Escrow Requirements, Institute of Continuing Education
48. 0214028456 - Walk-throughs Gone Wrong, 1-hour Real Estate Contracts, Institute of Continuing Education
49. 0214028457 / 02140258458 - Successful Settlements, 1-hour Real Estate Contracts, and 2 hours Real Estate Related or 2 hours Current Industry Issues and Trends, Institute of Continuing Education
50. 0214028459 - Accredited Buyer's Representative, 2 hours Fair Housing, 3 hours Ethics, 1-hour Real Estate Contracts, and 6 hours Real Estate Related, Team Real Education Solutions, LLC **The Committee recommended this course be denied as it did not contain enough course materials for hours requested.**
51. 0214028460 – Real Estate Negotiation Expert (RENE), 8 hours Real Estate Related, Team Real Education Solutions, LLC
52. 0214028461 – Real Estate Agency (On-line), 1-hour Real Estate Agency, Tristar Academy Inc
53. 0214028462 – Real Estate Contracts (On-line), 1-hour Real Estate Contracts, Tristar Academy Inc
54. 0214028463 - Real Estate Contracts (Classroom), 1-hour Real Estate Contracts, Tristar Academy Inc
55. 0214028464 - Legal Updates and Emerging Trends (On-line), 1-hour Legal Updates, Tristar Academy Inc. **The Committee recommended this course be denied as it did not contain updated materials.**
56. 0214028465 - Legal Updates and Emerging Trends (Classroom), 1-hour Legal Updates, Tristar Academy Inc. **The Committee recommended this course be denied as it did not contain updated materials.**
57. 0214028466 – Preparing a CMA, 3 hours Real Estate Related, PenFed Realty
58. 0214028467 – Dealing with Non-Individual Entities, 1-hour Real Estate Related, Charles Huang PLLC.

III. Pre-License Education Instructors

1. 0230001713 – Tracy Adams – Experience (Principles)
2. 0230001691 – Robert Baird – Experience and Professional Designation (Principles) –
3. 0230001716 – Alice Scott – Experience and Professional Designation (Principles)

IV. Pre-License Education Courses

1. 0214028357 – 60-hour Salesperson Principles and Practices of Real Estate (Online), Hondros College of Business
2. 0214028404 – 45-hour Broker Real Estate Finance (Classroom), Innervision Realty, LLC
3. 0214028405 - 60-hour Salesperson Principles and Practices of Real Estate (Correspondence), Moseley Real Estate Schools
4. 0214028432 – 45-hour Broker Real Estate Law (Classroom), Innervision Realty, LLC

V. Post-License and Continuing Education Instructor Approval Applications

1. Susan Elizabeth Ramsey
The Committee recommended this applicant for approval under all requested categories except for Fair Housing and Contracts.
2. Robert K. Major
The Committee recommended this applicant for approval under all requested categories except for Risk Management and Commercial Real Estate.
3. Philip Michael Dancer
4. Kevin Michael Burke
5. Lorraine Geraci
6. Susan Haviland
7. Donna Rae Webster
The Committee recommended this applicant for approval under all requested categories except for Taxes in Real Estate and Commercial Real Estate.
8. Fred Malek
9. Cara Hunt Erickson
10. Charles H “Chuck” Dunlap
The Committee recommended this applicant for approval under all requested categories except for Current Industry Issues & Trends.
11. Sherri Lynne Thaxton
12. Santiago Luis Montalvo Rodriguez
13. June Elizabeth Jeffrey
14. Matthew Christopher Rawls
15. Margaret Elizabeth Fisher
The Committee recommended this applicant be denied as the course was the course was denied.

16. Amanda Jayne Sams

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

17. Victor Anthony Shaheen

18. Giorgio Danso

The Committee recommended this applicant for approval under all requested categories except for Finance, Title-Deeds and Investment, Current Industry Issues and Trends, Taxes in Real Estate, Real Property Management, Appraisal of Real Property, Planning Subdivision Developments in Condominiums, Land Use, Real Estate Economics, Environmental Issues Impacting Real Estate.

19. Janean Lynn Buchner

The Committee recommended this applicant for approval under all requested categories except for Finance and Title-Deeds, Current Industry Issues and Trends, Taxes in Real Estate, Real Property Management, Appraisal of Real Property, Planning Subdivision Developments in Condominiums, Land Use, Real Estate Economics, Environmental Issues Impacting Real Estate.

20. Jeffrey William Thiesing

The Committee recommended this applicant for approval under all requested categories except for Finance, Investment, Current Industry Issues and Trends, Taxes in Real Estate, Real Property Management, Appraisal of Real Property, and Land Use.

21. Aimee Knightly Johnson

The Committee recommended this applicant for approval under all requested categories except for Finance and Title-Deeds, Current Industry Issues and Trends, Taxes in Real Estate, Appraisal of Real Property, Planning Subdivision Developments in Condominiums, Land Use, Real Estate Economics, Environmental Issues Impacting Real Estate.

22. Daniel E Leshner

The Committee recommended this applicant for approval under all requested categories except for Finance, Title-Deeds, and Investment, Current Industry Issues and Trends, Taxes in Real Estate, Real Property Management, Appraisal of Real Property, Land Use and Planning Subdivision Developments and Condominiums, Commercial Real Estate and Environmental Issues Impacting Real Estate.

23. Adria C. Bordas

24. Richard Terrence Hayden

The Committee recommended this applicant for approval under all requested categories except for Taxes and Real Estate and Commercial Real Estate.

25. Todd Edward Condron

26. Sue Puleo

The Committee recommended this applicant for approval under all requested categories except for Finance, Title-Deeds, and Investment, Taxes in Real Estate, Real Property Management, Appraisal of Real Property, Land Use, Planning Subdivision Developments and Condominiums, Real Estate Economics, and Environmental Issues Impacting Real Estate.

27. Charles Marshall

28. Dale Anderson

29. Melinda Kaye Baldwin

30. Darreld Russell Shoop III

31. Sarah Elizabeth Devereux Stelmok

The Committee recommended this applicant for approval under all requested categories except for Finance, Title-Deeds, and Investment, Taxes in Real Estate, Real Property Management, Land Use, Real Estate Economics, and Environmental Issues Impacting Real Estate.

32. Karen E. Carpenter Sanders

33. Kelly Marie Walker

34. Claire Forcier-Rowe

35. Jonathan Edward Lyon

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

36. Richard Alfred Leonard

37. Marcus Simon – **The Committee recommended this applicant for approval under all requested categories except for Current Industry and Trends.**

38. Nicole Elizabeth Marucci

New Business – Mr. Kirschner discussed updating the regulations to ensure education providers update their courses to reflect changes in the law. By consensus, the committee asked staff to draft proposed language to that effect.

The meeting adjourned at 4:32 p.m.