

VIRGINIA FAIR HOUSING BOARD

MINUTES OF MEETING

December 4, 2019

The Fair Housing Board Meeting was held at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia. The following Board members were present:

Myra Howard, Chair
Larry Murphy, Vice-Chair
Candice L. Bennett
Stephen Northup
Valerie L.T. Roth
John Crouse
Dean A. Lynch
Linda Melton
Sherman Gillums
T. Nicole Hebbe
Amanda Buyalos

Board member absent from the meeting: Scott Astrada

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

Mary Broz-Vaughan, Director
Christine Martine, Executive Director
James Chapman, Board Administrator
Liz Hayes, Fair Housing Administrator
Deanda Shelton, Assistant Fair Housing Administrator
Emily Trent, Administrative Assistant
Angela Keefe-Thomas, Fair Housing Investigator
Trudy Miller, Fair Housing Investigator
Donnitria Mosby, Fair Housing Investigator
Dominica McGowen, Fair Housing Investigator
Loraine Schroeder, Fair Housing Investigator
Karen Taylor, Fair Housing Investigator

Tom Payne, Senior Assistant Attorney General and Helen Hardiman, Assistant Attorney General, with the Office of the Attorney General were present.

Ms. Howard called the meeting to order at 10:08 A.M. **Call to Order**

A motion was made by Ms. Melton and seconded by Ms. **Agenda**

Roth to approve the Agenda. The motion passed unanimously. Members voting "Yes" were: Bennett, Buyalos, Crouse, Gillums, Hebbe, Howard, Lynch, Melton, Murphy, Northup and Roth.

A motion was made by Ms. Hebbe and seconded by Mr. Murphy to approve the August 14, 2019, Fair Housing Board Meeting minutes. The motion passed unanimously. Members voting "Yes" were: Bennett, Buyalos, Crouse, Gillums, Hebbe, Howard, Lynch, Melton, Murphy, Northup and Roth.

There was no public comment.

Liz Hayes updated the Board on the current investigative case load.

In the matter of **FHB File Number 2019-00853, Patricia Artega and Fernando O. DeGreef v. Unit Owners Association of Concord Mews Condominium, Rosewood Management and Consulting Services, LLC, Kasanda Serck and Kathy Gately**, the case was deferred for further investigation.

In the matter of **FHB File Number 2019-02888, Jamie Rae Huebert v. Yun Qin and Qi Lin**, the Board reviewed the record which consisted of the Final Investigative Report, and Case Analysis. A motion was made by Mr. Crouse and seconded by Ms. Bennett to find no reasonable cause that the respondents discriminated against the complainant by refusing to rent or negotiate a rental or by refusing to make a reasonable accommodation based on disability. The motion passed unanimously. Members voting "Yes" were: Bennett, Buyalos, Crouse, Gillums, Hebbe, Howard, Lynch, Melton, Murphy, Northup and Roth.

In the matter of **FHB File Number 2019-01045, Monique Young v. Ted Whitlow, Vickie Whitlow, Community Group, Inc., dba Association Community Group and Lake Cypress Condominium Association**, the Board reviewed the record which consisted of the Final

Minutes

Public Comment

**Fair Housing
Administrator's Report**

FHB File Number 2019-00853, Patricia Artega and Fernando O. DeGreef v. Unit Owners Association of Concord Mews Condominium, Rosewood Management and Consulting Services, LLC, Kasanda Serck and Kathy Gately

FHB File Number 2019-02888, Jamie Rae Huebert v. Yun Qin and Qi Lin

FHB File Number 2019-01045, Monique Young v. Ted Whitlow, Vickie Whitlow, Community Group, Inc., dba

Investigative Report, and Case Analysis. A motion was made by Ms. Roth and seconded by Mr. Crouse to find no reasonable cause that the respondents discriminated against the complainant by discriminating in terms and conditions, or engaging in intimidation, coercion or harassment based on sex, race or disability. The motion passed unanimously. Members voting "Yes" were: Bennett, Buyalos, Crouse, Gillums, Hebbe, Howard, Lynch, Melton, Murphy, Northup and Roth.

Association Community Group and Lake Cypress Condominium Association

In the matter of **FHB File Number 2019-01933, Katrese Watts v. Kettler Management, Inc. and Town Center Apartments, LP**, the Board reviewed the record which consisted of the Final Investigative Report and Case Analysis. A motion was made by Mr. Lynch and seconded by Ms. Bennett to find no reasonable cause that the respondents discriminated against the complainant by making a discriminatory statement; offering discriminatory terms and conditions; intimidated, coerced, harassed and retaliated against the complainant; or by refusing to rent or otherwise make housing unavailable based on disability. The motion passed unanimously. Members voting "Yes" were: Bennett, Buyalos, Crouse, Gillums, Hebbe, Howard, Lynch, Melton, Murphy, Northup and Roth.

FHB File Number 2019-01933, Katrese Watts v. Kettler Management, Inc. and Town Center Apartments, LP

In the matter of **FHB File Number 2019-02501, Ned D. Johnson v. Marywood Inc., Coordinated Services Management, Inc. and Kristy Rusinak**, the Board reviewed the record which consisted of the Final Investigative Report, Case Analysis and Supplemental Final Investigative Report. A motion was made by Mr. Crouse and seconded by Ms. Roth to find no reasonable cause that the respondents discriminated against the complainant by imposing discriminatory terms and conditions, or by refusing to rent based on disability. The motion passed unanimously. Members voting "Yes" were: Bennett, Buyalos, Crouse, Gillums, Hebbe, Howard, Lynch, Melton, Murphy, Northup and Roth.

FHB File Number 2019-02501, Ned D. Johnson v. Marywood Inc., Coordinated Services Management, Inc. and Kristy Rusinak

In the matter of **FHB File Number 2019-02377, Gregory S. Templeman v. Willow Woods Preservation LP and TRG Management Company, LLP**, the Board reviewed the record which consisted of the Final Investigative Report, and Case Analysis. A motion was made by Mr. Lynch and seconded by Ms. Hebbe to find no reasonable cause that the

FHB File Number 2019-02377, Gregory S. Templeman v. Willow Woods Preservation LP and TRG Management Company, LLP

respondents discriminated against the complainant by failing to make a reasonable accommodation; imposing discriminatory terms and conditions; refusing to rent or by retaliating based on disability. The motion passed unanimously. Members voting "Yes" were: Bennett, Buyalos, Crouse, Gillums, Hebbe, Howard, Lynch, Melton, Murphy, Northup and Roth.

In the matter of **FHB File Number 2019-02648, Wilbert Miller v. Falls Run Community Association, Inc. and FirstService Residential DC Metro, LLC**, the Board reviewed the record which consisted of the Final Investigative Report, Case Analysis and Supplemental Final Investigative Report. A motion was made by Ms. Bennett and seconded by Mr. Crouse to find no reasonable cause that the respondents discriminated against the complainant by offering discriminatory terms and conditions based on race. The motion passed unanimously. Members voting "Yes" were: Bennett, Buyalos, Crouse, Gillums, Hebbe, Howard, Lynch, Melton, Murphy, Northup and Roth.

FHB File Number 2019-02648, Wilbert Miller v. Falls Run Community Association, Inc. and FirstService Residential DC Metro, LLC

In the matter of **FHB File Number 2019-01849, Robert Graham v. CIA Potomac Ridge, LLC and LaRonda Brooks-Agnew**, the Board reviewed the record which consisted of the Final Investigative Report, Case Analysis, Supplemental Final Investigative Report and Revised Case Analysis. A motion was made by Mr. Northup and seconded by Ms. Bennett to find no reasonable cause that the respondents discriminated against the complainant by refusing to continue to rent to him or otherwise make housing unavailable; refusing to make a reasonable accommodation, retaliating against him or offering discriminatory terms and conditions based on disability. The motion passed unanimously. Members voting "Yes" were: Bennett, Buyalos, Crouse, Gillums, Hebbe, Howard, Lynch, Melton, Murphy, Northup and Roth.

FHB File Number 2019-01849, Robert Graham v. CIA Potomac Ridge, LLC and LaRonda Brooks-Agnew

In the matter of **FHB File Number 2019-01438, Danielle Missick v. Paul Chretien**, the Board reviewed the record which consisted of the Final Investigative Report, Case Analysis, and Official Consultation Memorandum from the Office of the Attorney General. Susie McClanahan, complainant's representative, was present and addressed the Board. A motion was made by Ms. Bennett and seconded by Mr. Crouse to find reasonable cause that the respondent

FHB File Number 2019-01438, Danielle Missick v. Paul Chretien

discriminated against the complainant by refusing to rent a room in the Group House, and making a discriminatory statement based upon race, color and/or national origin. The motion passed unanimously. Members voting "Yes" were: Bennett, Buyalos, Crouse, Gillums, Hebbe, Howard, Lynch, Melton, Murphy, Northup and Roth.

In the matter of **FHB File Number 2019-02695, National Community Reinvestment Coalition v. F/V Selma Inc., Tower Park Management Corporation and Lydia Jacobs**, a motion was made by Mr. Lynch and seconded by Ms. Buyalos to approve the terms of the conciliation agreement as agreed to by the parties. The motion passed unanimously. Members voting "Yes" were: Bennett, Buyalos, Crouse, Gillums, Hebbe, Howard, Lynch, Melton, Murphy, Northup and Roth.

FHB File Number 2019-02695, National Community Reinvestment Coalition v. F/V Selma Inc., Tower Park Management Corporation and Lydia Jacobs

In the matter of **FHB File Number 2020-00115, Jose Mora Jr. v. Summertree Condominium Counsel of Co-Owners; Community Management Services, LLC and April Parker**, a motion was made by Mr. Lynch and seconded by Ms. Buyalos to approve the terms of the conciliation agreement as agreed to by the parties. The motion passed unanimously. Members voting "Yes" were: Bennett, Buyalos, Crouse, Gillums, Hebbe, Howard, Lynch, Melton, Murphy, Northup and Roth.

FHB File Number 2020-00115, Jose Mora Jr. v. Summertree Condominium Counsel of Co-Owners; Community Management Services, LLC and April Parker

In the matter of **FHB File Number 2019-02742, Denise Michelle Cornelius v. Broad Vista VA Partners LLC and Cortland Management (Georgia) LLC dba Cortland Management LLC**, a motion was made by Mr. Lynch and seconded by Ms. Buyalos to approve the terms of the conciliation agreement as agreed to by the parties. The motion passed unanimously. Members voting "Yes" were: Bennett, Buyalos, Crouse, Gillums, Hebbe, Howard, Lynch, Melton, Murphy, Northup and Roth.

FHB File Number 2019-02742, Denise Michelle Cornelius v. Broad Vista VA Partners LLC and Cortland Management (Georgia) LLC dba Cortland Management LLC

In the matter of **FHB File Number 2019-00855, Adelya Carlson and Aaron Carlson v. Unit Owners Association of Concord Mews Condominium, Rosewood Management and Consulting Services, LLC, Kasandra Serck, and Kathy Gately**, a motion was made by Mr. Lynch and seconded by Ms. Buyalos to approve the terms of the conciliation agreement as agreed to by the parties. The motion passed unanimously. Members voting "Yes" were:

FHB File Number 2019-00855, Adelya Carlson and Aaron Carlson v. Unit Owners Association of Concord Mews Condominium, Rosewood Management and Consulting Services, LLC,

Bennett, Buyalos, Crouse, Gillums, Hebbe, Howard, Lynch, Melton, Murphy, Northup and Roth.

**Kasandra Serck, and
Kathy Gately**

In the matter of **FHB File Number 2019-00852, Tom Wince v. Unit Owners Association of Concord Mews Condominium, Rosewood Management and Consulting Services, LLC, Kasanda Serck, and Kathy Gately**, a motion was made by Mr. Lynch and seconded by Ms. Buyalos to approve the terms of the conciliation agreement as agreed to by the parties. The motion passed unanimously. Members voting "Yes" were: Bennett, Buyalos, Crouse, Gillums, Hebbe, Howard, Lynch, Melton, Murphy, Northup and Roth.

FHB File Number 2019-00852, Tom Wince v. Unit Owners Association of Concord Mews Condominium, Rosewood Management and Consulting Services, LLC, Kasanda Serck, and Kathy Gately

In the matter of **FHB File Number 2019-00739, Katelyn Stanton v. Paradigm 2250 Mill LLC**, a motion was made by Mr. Lynch and seconded by Ms. Buyalos to approve the terms of the conciliation agreement as agreed to by the parties. The motion passed unanimously. Members voting "Yes" were: Bennett, Buyalos, Crouse, Gillums, Hebbe, Howard, Lynch, Melton, Murphy, Northup and Roth.

FHB File Number 2019-00739, Katelyn Stanton v. Paradigm 2250 Mill LLC

The Board reviewed the Board financial statements. No action was taken by the Board.

Administrative Issues

A motion was made by Ms. Bennett and seconded by Ms. Buyalos to retain the Fair Housing Board regulations and Public Participant Guidelines in their current forms pursuant to the Notice of Periodic Review. The motion passed unanimously. Members voting "Yes" were Bennett, Buyalos, Crouse, Gillums, Hebbe, Howard, Lynch, Melton, Murphy, Northup and Roth.

Mr. Payne provided the Board with the litigation update.

New Business

A motion was made by Ms. Melton and seconded by Ms. Howard to approve the December 4, 2019, Fair Housing Education Committee report. The motion passed unanimously. Members voting "Yes" were: Bennett, Buyalos, Crouse, Gillums, Hebbe, Howard, Lynch, Melton, Murphy, Northup and Roth.

The Board recessed from 10:41 A.M. - 10:52 A.M.

Break

Board member training was provided by Liz Hayes.

Board Member Training

Board member Stephen Northup departed at 11:45 A.M.

**Departure of Board
Member**

The Board recessed from 11:45 A.M. - 12:08 P.M.

Lunch

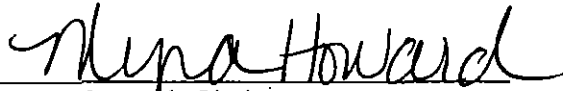
Board member training was provided by Liz Hayes and Tom Payne.

Board Member Training

Board member Linda Melton departed at 12:54 A.M.

**Departure of Board
Member**

The Board adjourned at 1:22 P.M.



Myra Howard, Chair



Mary Broz-Yaughan, Secretary

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: Stephen A. Northup
(Name of Board Member)
2. Title: Board Member
3. Agency: Fair Housing Board
(Name of Board)
4. Meeting/IFF Date: December 4, 2019
(Date)

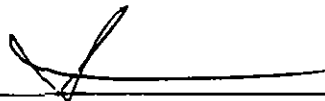
5. I have a personal interest in the following transaction:

_____ (Agenda Item)

Nature of Personal Interest Affected by Transaction: _____

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

- I am able to participate in this transaction fairly, objectively, and in the public interest.
- or
- I did not participate in the transaction.
6. I **do not** have a personal interest in any transactions taken at this meeting.



Signature

12/4/2019
Date

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: Valerie L. T. Roth
(Name of Board Member)
2. Title: Board Member
3. Agency: Fair Housing Board
(Name of Board)
4. Meeting/IFF Date: December 4, 2019
(Date)

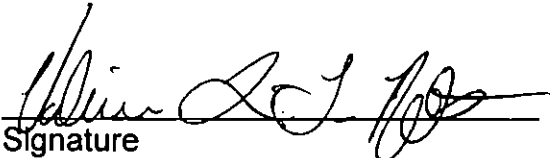
5. I have a personal interest in the following transaction:

_____ (Agenda Item)

Nature of Personal Interest Affected by Transaction: _____

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

- I am able to participate in this transaction fairly, objectively, and in the public interest.
- or
- I did not participate in the transaction.
6. I do not have a personal interest in any transactions taken at this meeting.


Signature

12/4/19
Date

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: Nicole Hebbe
(Name of Board Member)
2. Title: Board Member
3. Agency: Fair Housing Board
(Name of Board)
4. Meeting/IFF Date: December 4, 2019
(Date)

5. I have a personal interest in the following transaction:

N/A

(Agenda Item)

Nature of Personal Interest Affected by Transaction: N/A

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

N/A

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. I **do not** have a personal interest in any transactions taken at this meeting.

Nicole Hebbe
Signature

12/04/2019
Date

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: Amanda Buyalos
(Name of Board Member)
2. Title: Board Member
3. Agency: Fair Housing Board
(Name of Board)
4. Meeting/IFF Date: December 4, 2019
(Date)

5. I have a personal interest in the following transaction:

_____ (Agenda Item)

Nature of Personal Interest Affected by Transaction: _____

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

- I am able to participate in this transaction fairly, objectively, and in the public interest.
- or
- I did not participate in the transaction.

6. I **do not** have a personal interest in any transactions taken at this meeting.

Amanda Buyalos
Signature

12/4/19
Date

STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name: Larry B. Murphy
(Name of Board Member)
2. Title: Board Member
3. Agency: Fair Housing Board
(Name of Board)
4. Meeting/IFF Date: December 4, 2019
(Date)

5. I have a personal interest in the following transaction:

(Agenda Item)

Nature of Personal Interest Affected by Transaction: _____

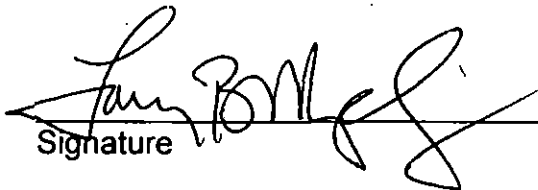
I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. I do not have a personal interest in any transactions taken at this meeting.


Signature

12/4/19
Date

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: Linda Melton
(Name of Board Member)
2. Title: Board Member
3. Agency: Fair Housing Board
(Name of Board)
4. Meeting/IFF Date: December 4, 2019
(Date)

5. I have a personal interest in the following transaction:

_____ (Agenda Item)

Nature of Personal Interest Affected by Transaction: _____

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. I do not have a personal interest in any transactions taken at this meeting.

Linda Melton
Signature

12/4/19
Date

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: Myra Howard
(Name of Board Member)
2. Title: Board Member
3. Agency: Fair Housing Board
(Name of Board)
4. Meeting/IFF Date: December 4, 2019
(Date)

5. I have a personal interest in the following transaction:

(Agenda Item)

Nature of Personal Interest Affected by Transaction: _____

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- I am able to participate in this transaction fairly, objectively, and in the public interest.
- or
- I did not participate in the transaction.
6. I do not have a personal interest in any transactions taken at this meeting.

Myra Howard
Signature

12.4.19
Date

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: Candice L. Bennett
(Name of Board Member)
2. Title: Board Member
3. Agency: Fair Housing Board
(Name of Board)
4. Meeting/IFF Date: December 4, 2019
(Date)

5. I have a personal interest in the following transaction:

_____ (Agenda Item)

Nature of Personal Interest Affected by Transaction: _____

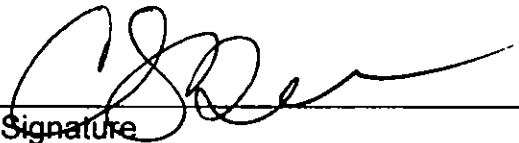
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I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. **do not** have a personal interest in any transactions taken at this meeting.


Signature

12/4/19
Date

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: Sherman Gillums
(Name of Board Member)
2. Title: Board Member
3. Agency: Fair Housing Board
(Name of Board)
4. Meeting/IFF Date: December 4, 2019
(Date)

5. I have a personal interest in the following transaction:

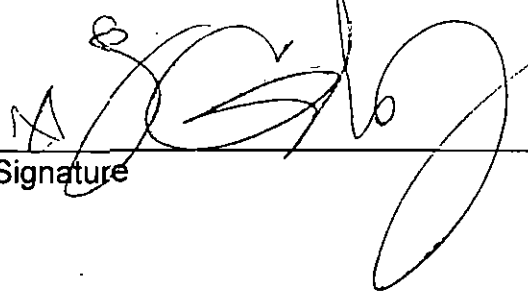
_____ (Agenda Item)

Nature of Personal Interest Affected by Transaction: _____

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- I am able to participate in this transaction fairly, objectively, and in the public interest.
- or
- I did not participate in the transaction.

6. I do not have a personal interest in any transactions taken at this meeting.


Signature

12/4/19
Date

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: John H. Crouse
(Name of Board Member)
2. Title: Board Member
3. Agency: Fair Housing Board
(Name of Board)
4. Meeting/IFF Date: December 4, 2019
(Date)

5. I have a personal interest in the following transaction:

(Agenda Item)

Nature of Personal Interest Affected by Transaction: _____

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

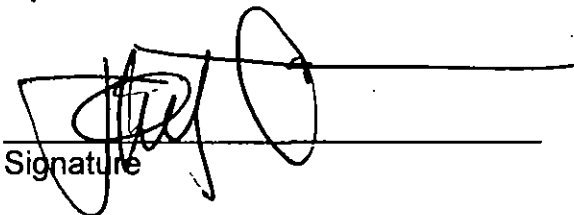
I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. I do not have a personal interest in any transactions taken at this meeting.

Signature



Date

12-4-19

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: Dean A. Lynch
(Name of Board Member)
2. Title: Board Member
3. Agency: Fair Housing Board
(Name of Board)
4. Meeting/IFF Date: December 4, 2019
(Date)

5. I have a personal interest in the following transaction:

(Agenda Item)

Nature of Personal Interest Affected by Transaction: _____

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

- I am able to participate in this transaction fairly, objectively, and in the public interest.
- or
- I did not participate in the transaction.
6. I **do not** have a personal interest in any transactions taken at this meeting.



Signature

12/4/19
Date