

REAL ESTATE BOARD
MINUTES OF MEETING

September 5, 2024

The Real Estate Board met at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia. The members indicated below were present. All members present were qualified to vote, except where a specific reason for disqualification is stated. There are nine (9) members on this Board, in which five (5) constitutes a quorum pursuant to § 54.1-2104.

The following Board members were present:

Joseph 'Kemper' Funkhouser, III, Chair
Kermit 'Kit' Hale, Vice-Chair
Pieri Burton
Aekta Chawla
Doug Roth
Anna Thronson

Board members absent from the meeting:

Margaret "Maggie" Davis
Rene' Fonseca
Cavelle Mollineaux

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

Brian Wolford, Director
Jeb Wilkinson, Special Assistant to the Director
Tom Payne, CID Deputy Director
Stephen Kirschner, LRPD Deputy Director
Anika Coleman, Executive Director
Breanne Lindsey, Regulatory Operations Administrator
Angela Keefe-Thomas, Fair Housing Investigator
Greg Emerson, Director of Examinations
John Robertson, Communications & Digital Media Manager
Gezelle Glasgow, Administrative Coordinator
Aimee-Leigh Bean, IT Analyst

Board Liaison Alice Kendrick was present.

James "Jim" Flaherty and Joel Taubman from the Office of the Attorney General were present.

Mr. Funkhouser called the meeting to Order at 10:02 A.M.

CALL TO ORDER

Ms. Coleman reviewed the emergency evacuation procedures.

EMERGENCY
EGRESS

Mr. Funkhouser determined that a quorum was a present.

DETERMINATION
OF QUORUM

Mr. Funkhouser welcomed guests of the audience and allowed Board members and Board staff to introduce themselves.

WELCOME,
INTRODUCTIONS,
AND
RESOLUTIONS

Mr. Funkhouser read the following resolution for consideration by the Board:

**Department of Professional and
Occupational Regulation**

Real Estate Board

Resolution To

Lawrence E. Marshall, II

WHEREAS, Lawrence “Lem” Marshall, II, has faithfully and diligently served the Real Estate Board for over four decades; and

WHEREAS, Lawrence “Lem” Marshall, II, has devoted generously of his time, talent and leadership to the Board; and

WHEREAS, Lawrence “Lem” Marshall, II, has endeavored at all times to render decisions with fairness, good judgment, and in the best interest of the Board; and

WHEREAS, the Real Estate Board wishes to acknowledge its gratitude and deepest appreciation for devoted service of a person who is held in high esteem by the members of the Board and the citizens of the Commonwealth.

NOW THEREFORE BE IT RESOLVED, by the Real Estate Board this fifth day of September 2024 that Lawrence “Lem” Marshall, II be given all honors and respect due him for his outstanding service to the Commonwealth and its citizens and the Real Estate Board; and

BE IT FURTHER RESOLVED, that this Resolution be presented to him and be made a part of the official minutes of the Board so that all may know of the high regard in which he is held.

The Board in consensus adopted the resolution as written.

Mr. Hale moved to approve the amended agenda. Ms. Thronson seconded the motion which was unanimously approved by members: Burton, Chawla Funkhouser, Hale, Roth, and Thronson.

**APPROVAL OF
AGENDA**

Mr. Hale moved to approve the minutes from the July 18, 2024, Real Estate Board meeting. Mr. Hale seconded the motion which was unanimously approved by members: Burton, Chawla Funkhouser, Hale, Roth, and Thronson.

**APPROVAL OF
MINUTES**

There was no public comment.

**PUBLIC
COMMENT
FAIR HOUSING
REPORT**

Angela Keefe-Thomas, Fair Housing Investigator, updated the Board on the current Fair Housing case load. No action was taken by the Board.

Mr. Taubman informed the Board there was no litigation update.

**LITIGATION
REPORT
FAIR HOUSING
CASES**

In the matter of **ROBERT JONES AND ELIZABETH D. JONES V. T. SHERWIN COOK LLC, DBA REAL PROPERTY MANAGEMENT CAIRN AND MAPLE HILL RENTAL LLC REB FILE NUMBER: 2024-02285**, the Board reviewed the record which consisted of the Final Investigative Report, Supplemental Final Investigative Report, and Case Analysis. Neither party was present to address the Board in person, by counsel, or by any other qualified representatives.

**ROBERT JONES
AND ELIZABETH
D. JONES V. T.
SHERWIN COOK
LLC, DBA REAL
PROPERTY
MANAGEMENT
CAIRN AND
MAPLE HILL
RENTAL LLC
REB FILE
NUMBER: 2024-
02285
HUD FILE
NUMBER: 03-24-
4624-8**

Mr. Hale moved to find no reasonable cause to believe the respondents discriminated against the complainants by discriminating in the terms and conditions and otherwise making housing unavailable based on the complainant's disability. Ms. Thronson seconded the motion which was unanimously approved by members: Burton, Chawla Funkhouser, Hale, Roth, and Thronson.

In the matter of **CHELSEA HARRISON V. MAPLEWOOD ASSOCIATES, LLC AND GRADY MANAGEMENT, INC. REB FILE NUMBER: 2020-00262**, 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. Neither party was present to address the Board in person, by counsel, or by any other qualified representatives.

**CHELSEA
HARRISON V.
MAPLEWOOD
ASSOCIATES, LLC
AND GRADY
MANAGEMENT,
INC.
REB FILE
NUMBER: 2020-
00262
HUD FILE
NUMBER: 03-19-
2993-8**

A motion was made by Mr. Hale to find reasonable cause to believe the respondents discriminated against the complainant by imposing discriminatory terms and conditions based on the Complainant's sex.

Ms. Thronson seconded the motion which was unanimously approved by members: Burton, Chawla Funkhouser, Hale, Roth, and Thronson.

A motion was made by Mr. Hale to find no reasonable cause to believe the respondents discriminated against the complainant by imposing discriminatory terms and conditions based on the Complainant's sex.

Ms. Thronson seconded the motion which was unanimously approved by members: Burton, Chawla Funkhouser, Hale, Roth, and Thronson.

At 10:20 A.M., Mr. Hale moved that the Board meeting be recessed and that the Real Estate Board immediately reconvene in closed meeting for the purpose of consultation with legal counsel pertaining to legal matters within the jurisdiction of the Board as permitted by §2.2-3711.A.8 of the Code of Virginia. The following non-members were in attendance to reasonably aid the consideration of the topic:

Closed Session

Brian Wolford, Jeb Wilkinson, Stephen Kirschner, Tom Payne, Anika Coleman, Angela Keefe-Thomas, Jim Flaherty, and Joel Taubman.

Ms. Thronson seconded the motion which was unanimously approved by members: Burton, Chawla Funkhouser, Hale, Roth, and Thronson.

This motion was made with respect to the matter(s) identified as agenda item(s):
**CHELSEA HARRISON V. MAPLEWOOD ASSOCIATES, LLC AND GRADY MANAGEMENT, INC.
REB FILE NUMBER: 2020-00262
HUD FILE NUMBER: 03-19-2993-8**

At 10:41 A.M., the Board members agreed by consensus to adjourn the closed meeting and reconvene in an open meeting.

WHEREAS, the Real Estate Board has convened a closed meeting on this date pursuant to an affirmative recorded vote in accordance with the provisions of

**Certification of
Closed Meeting**

the Virginia Freedom of Information Act; and

WHEREAS, § 2.2-3712 of the Code of Virginia requires a certification by this Real Estate Board that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Real Estate Board hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Real Estate Board.

VOTE: 6-0

AYES: Burton, Chawla Funkhouser, Hale, Roth, and Thronson

NAYS: None.

ABSENT DURING THE VOTE: None.

ABSENT DURING THE MEETING: Margaret "Maggie" Davis, Rene' Fonseca, and Cavelle Mollineaux

Upon reconvening in an open session, a motion was made by Mr. Hale to rescind his previous motion and find no reasonable cause to believe the respondents discriminated against the complainant by otherwise making the housing unavailable based on the Complainant's sex.

Reconvene in Open Session

Ms. Thronson seconded the motion which was unanimously approved by members: Burton, Chawla Funkhouser, Hale, Roth, and Thronson.

A motion was made by Mr. Hale to rescind his previous motion and find no reasonable cause to believe the respondents discriminated against the complainant by imposing discriminatory terms and conditions based on the Complainant's sex.

Ms. Thronson seconded the motion which was unanimously approved by members: Burton, Chawla Funkhouser, Hale, Roth, and Thronson.

REAL ESTATE CASES

Disciplinary Case Files

Mr. Hale recused himself for the following case file:
File Number 2023-02027 – Janice Myers Hollowell

Recusal of Board Member

In the matter of **File Number 2023-02027 – Janice Myers Hollowell**, the Board reviewed the record which consisted of the investigative file, the transcript, and exhibits from the Informal Fact-Finding Conference (“IFF”), and the Summary. Hollowell was not present to address the Board in person, by counsel, or by any other qualified representatives.

File Number 2023-02027 – Janice Myers Hollowell

Ms. Thronson moved to find violations of **18 VAC 135-20-165.4** of the Real Estate Board Regulation (Count 1). Mr. Roth seconded the motion which was unanimously approved by members: Burton, Chawla Funkhouser, Roth, and Thronson.

A motion was made by Ms. Thronson to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference to impose the following sanctions:

For violation of Count 1, Hollowell shall pay a monetary penalty of \$750.00.

In addition, I recommend that the Board place Hollowell’s license on probation for a period of ninety (90) days. The terms of the probation shall be: Hollowell shall complete three (3) classroom hours of Board-approved post-license education pertaining to Agency Law. Such course(s) shall be completed in a classroom. Further, Hollowell shall provide evidence acceptable to the Board that Hollowell has successfully completed the course(s) within three (3) months of the effective date of this order. The above-referenced post-license education hours will not count towards any continuing education requirements, if applicable, for renewal, reinstatement, or activation of a license.

Mr. Roth seconded the motion which was unanimously approved by members: Burton, Chawla Funkhouser, Roth, and Thronson.

Mr. Hale returned to the meeting.

Return of Board Member

In the matter of **File Number 2023-02898 – Aida Hadzirc Merrell**, the Board reviewed the record which consisted of the investigative file, the transcript, and exhibits from the Informal Fact-Finding Conference (“IFF”), and the Summary. Merrell appeared at the Board meeting in person.

File Number 2023-02898 – Aida Hadzirc Merrell

Mr. Hale moved to find a violation of **18 VAC 135-20-260.6** of the Real Estate Board Regulations (Count 1). Ms. Thronson seconded the motion which was unanimously approved by members: Burton, Chawla Funkhouser, Hale, Roth, and Thronson.

A motion was made by Mr. Hale to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference to impose the following sanctions:

For the violation of Count 1, the Board voted to place Merrell on probation through the end of her current license cycle. The terms of the probation shall be:

- During the probationary period, Merrell and her broker will provide quarterly reports to the Board that Merrell is in compliance with the Board's rules and regulations;
- Merrell shall complete six (6) classroom hours of Board-approved post-license education in Real Estate Law and Regulations;
- Merrell shall complete three (3) classroom hours of Board-approved post-license education in Contract Writing; and Merrell shall provide evidence accepted to the Board that Merrell has successfully completed the course(s) within six (6) months of the effective date of the Board's order.

The above-referenced post-license education hours will not count towards any continuing education requirements, if applicable, for renewal, reinstatement, or activation of a license.

Mr. Burton seconded the motion which was unanimously approved by members: Burton, Chawla Funkhouser, Hale, Roth, and Thronson.

Mr. Funkhouser transferred the position of Chair to Mr. Hale and recused himself for the following case file:
File Number 2024-00925 – Corinna Redmond Hanauer, dba Coco Hanauer

Recusal of Board Member and Transfer of Chair

In the matter of **File Number 2024-00925 – Corinna Redmond Hanauer, dba Coco Hanauer**, the Board reviewed the record which consisted of the investigative file, the transcript, and exhibits from the Informal Fact-Finding Conference ("IFF"), and the Summary. Hanauer appeared at the Board meeting in person.

File Number 2024-00925 – Corinna Redmond Hanauer, dba Coco Hanauer

Ms. Thronson moved to find violations of § 54.1-2135.A.1 of the Code of Virginia (Count 1). Mr. Burton seconded the motion which was unanimously approved by members: Burton, Chawla, Hale, Roth, and Thronson.

Mr. Burton moved to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference to find no violation for Count 2. Mr. Roth seconded the motion which was unanimously approved by members: Burton, Chawla, Hale, Roth, and Thronson.

A motion was made by Mr. Purton to reject the recommendation contained in the Summary of the Informal Fact-Finding Conference and impose no sanctions.

Mr. Roth seconded the motion which was unanimously approved by members: Burton, Chawla, Hale, Roth, and Thronson.

Mr. Funkhouser returned to the meeting and resumed position of Chair.

**Return of Board
Member and
Transfer of Chair**

**PRIMA FACIE
CASE FILE**

In the matter of **File Number 2024-00332 – Christopher Adam Redifer**, the Board reviewed the record which consisted of the Notice, the Revised of Report Findings, including exhibits, and the Recommendation. Redifer did not appear at the Board meeting in person, by counsel, or by any other qualified representative.

**File Number 2024-
00332 – Christopher
Adam Redifer**

Mr. Hale moved to find violations of **18 VAC 135-20-290.1** of the Real Estate Board Regulation (Count 1). Ms. Thronson seconded the motion which was unanimously approved by members: Burton, Chawla, Funkhouser, Hale, Roth, and Thronson.

Mr. Hale moved to find violations of **18 VAC 135-20-260.11.h** of the Real Estate Board Regulation (Count 2). Ms. Thronson seconded the motion which was unanimously approved by members: Burton, Chawla, Funkhouser, Hale, Roth, and Thronson.

Mr. Hale moved to find violations of **18 VAC 135-20-260.11.m** of the Real Estate Board Regulation (Count 3). Ms. Thronson seconded the motion which was unanimously approved by members: Burton, Chawla, Funkhouser, Hale, Roth, and Thronson.

A motion was made by Mr. Hale to accept the recommendation and impose the following sanctions as a block vote:

For violation of Count 1, Redifer shall pay a monetary penalty of \$1,050.00.
For violation of Count 2, Redifer shall pay a monetary penalty of \$1,250.00.
For violation of Count 3, Redifer shall pay a monetary penalty of \$950.00.

In addition, for the violations Counts 1,2, and 3, Redifer's license be revoked.

Ms. Thronson seconded the motion which was unanimously approved by

members: Burton, Chawla, Funkhouser, Hale, Roth, and Thronson.

**LICENSING CASE
FILES**

In the matter of **File Number 2024-01688 – Matthew A. Hauyon**, the Board reviewed the record which consisted of the application file, transcript, exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference. Hauyon did not appear at the Board meeting in person, by counsel, or by any other qualified representative.

**File Number 2024-
01688 – Matthew A.
Hauyon**

Mr. Hale moved to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference (IFF) and Hauyon's application for a Real Estate Salesperson license by examination be denied.

Ms. Thronson seconded the motion which was unanimously approved by members: Burton, Chawla, Funkhouser, Hale, Roth, and Thronson.

In the matter of **File Number 2024-01701– Omar Sharif Holloman**, the Board reviewed the record which consisted of the application file, transcript, exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference. Holloman did not appear at the Board meeting in person, by counsel, or by any other qualified representative.

**File Number 2024-
01701– Omar Sharif
Holloman**

Mr. Hale moved to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference (IFF) and Holloman's application for a Real Estate Salesperson license by examination be approved contingent upon a two-year probationary period with quarterly reporting by Holloman and his supervising broker.

Mr. Burton seconded the motion which was unanimously approved by members: Burton, Chawla, Funkhouser, Hale, Roth, and Thronson.

In the matter of **File Number 2024-01705 – Tyrone L. Barfield**, the Board reviewed the record which consisted of the application file, transcript, exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference. Barfield did not appear at the Board meeting in person, by counsel, or by any other qualified representative.

**File Number 2024-
01705 – Tyrone L.
Barfield**

Mr. Hale moved to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference (IFF) and Barfield's application for a

Real Estate Salesperson by examination be approved contingent upon a two-year probationary period with quarterly reporting by Holloman and his supervising broker.

Ms. Thronson seconded the motion which was unanimously approved by members: Burton, Chawla, Funkhouser, Hale, Roth, and Thronson.

In the matter of **File Number 2024-02309–David C. Soun**, the Board reviewed the record which consisted of the application file, transcript, exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference. Soun was present and addressed the Board.

File Number 2024-02309–David C. Soun

Mr. Hale moved to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference (IFF) and Soun’s application for a Real Estate Salesperson license by examination be approved.

Ms. Thronson seconded the motion which was unanimously approved by members: Burton, Chawla, Funkhouser, Hale, Roth, and Thronson.

In the matter of **File Number 2024-02343–Devin O’Neal Varner**, the Board reviewed the record which consisted of the application file, transcript, exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference. Varner, Puneet Bhagi, and Deepa Gill were present and addressed the Board.

File Number 2024-02343–Devin O’Neal Varner,

Mr. Hale moved to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference (IFF) and Varner’s application for a Real Estate Salesperson license by examination be approved.

Mr. Burton seconded the motion which was unanimously approved by members: Burton, Chawla, Funkhouser, Hale, Roth, and Thronson.

A motion was made by Mr. Hale to take Consent Order items #1, #3-#5 and #7-#11 as a block vote.

**CONSENT
ORDERS AS A
BLOCK VOTE**

Mr. Roth seconded the motion which was unanimously approved by members: Burton, Chawla, Funkhouser, Hale, Roth, and Thronson.

In the matter of **File Number 2024-00189– Danny Humphreys**, the Board reviewed the Consent Order as seen and agreed to by Humphreys. Humphreys did not appear at the Board meeting in person, by counsel, or by any other qualified representative.

File Number 2024-00189– Danny Humphreys

Mr. Hale moved to accept the proposed Consent Order offer wherein Humphreys admits to a violation of **18 VAC 135-20-300.9** (Count 1) of the

Board's Regulations, and agrees to a monetary penalty of \$1,100.00 for the violation contained in Count 1 and \$150.00 for Board costs for a total of \$1,250.00.

In addition, for violation of Count 1, Humphreys agrees to complete at least three (3) classroom hours of Board-approved Post-License education pertaining to Ethics and Standards of Conduct and provide proof of attendance and successful completion within six (6) months of the effective date of this Consent Order. The course(s) must be completed in the classroom.

It is acknowledged that satisfactory completion of the above-referenced Post-License education hours will not count towards any continuing education requirements, if applicable, for renewal or reinstatement of license.

Mr. Roth seconded the motion which was unanimously approved by members: Burton, Chawla, Funkhouser, Hale, Roth, and Thronson.

In the matter of **File Number 2024-00703 – Ashley Brooke Davis**, the Board reviewed the Consent Order as seen and agreed to by Davis. Davis did not appear at the Board meeting in person, by counsel, or by any other qualified representative.

File Number 2024-00703 – Ashley Brooke Davis

Mr. Hale moved to accept the proposed Consent Order offer wherein Thompson admits to violation of **18 VAC 135-20-180.B.1** (Count 1) of the Board's Regulations and **§ 54.1-2134.A.1** of the **Code of Virginia** (Count 2), and agrees to a monetary penalty of \$600.00 for the violation contained in Count 1 and \$500.00 for the violation contained in Count 2 and \$150.00 for Board costs for a total of \$1,250.00.

In addition, Davis agrees to complete at least three (3) classroom hours of Board-approved Post-License education pertaining to Escrow Requirements and provide proof of attendance and successful completion within six (6) months of the effective date of this Consent Order. The course(s) must be completed in the classroom.

It is acknowledged that satisfactory completion of the above-referenced Post-License education hours will not count towards any continuing education requirements, if applicable, for renewal or reinstatement of license.

Mr. Roth seconded the motion which was unanimously approved by members: Burton, Chawla, Funkhouser, Hale, Roth, and Thronson.

In the matter of **File Number 2024-00784 – Tamara Lynise Lawrence**, the Board reviewed the Consent Order as seen and agreed to by Lawrence. Lawrence did not appear at the Board meeting in person, by counsel, or by any

File Number 2024-00784 – Tamara Lynise Lawrence

other qualified representative.

Mr. Hale moved to accept the proposed Consent Order offer wherein Lawrence admits to a violation of § 54.1-2138.2 of the Code of Virginia (Count 1) agrees to a monetary penalty of \$350.00 for the violation contained in Count 1 and \$150.00 for Board costs for a total of \$500.00.

In addition, Lawrence agrees to complete at least six (6) classroom hours of Board-approved Post-License education pertaining to Real Estate Law and Regulations and provide proof of attendance and successful completion within six (6) months of the effective date of this Consent Order. The course(s) must be completed in the classroom.

It is acknowledged that satisfactory completion of the above-referenced Post-License education hours will not count towards any continuing education requirements, if applicable, for renewal or reinstatement of license.

Mr. Roth seconded the motion which was unanimously approved by members: Burton, Chawla, Funkhouser, Hale, Roth, and Thronson.

In the matter of **File Number 2024-00857 – Elaine Roberto-McPartland, t/a Elaine Roberto**, the Board reviewed the Consent Order as seen and agreed to by Roberto-McPartland. Roberto-McPartland did not appear at the Board meeting in person, by counsel, or by any other qualified representative.

File Number 2024-00857 – Elaine Roberto-McPartland, t/a Elaine Roberto

Mr. Hale moved to accept the proposed Consent Order offer wherein Roberto-McPartland admits to a violation of § 54.1-2138.2 of the Code of Virginia (Count 1) and 18 VAC 135-20-310.2 (Count 2) of the Board's Regulations, and agrees to a monetary penalty of \$350.00 for the violation contained in Count 1, a monetary penalty of \$600.00 contained in Count 2, and \$150.00 for Board costs for a total of \$1,100.00.

In addition, Roberto-McPartland agrees to complete at least the number of classroom hours, as specified below, of Board-approved Post-License education and provide proof of attendance and successful completion to the Board within six (6) months of the effective date of this Consent Order. The courses must be completed in the classroom. The courses to be completed are:

- Six (6) hours pertaining to Real Estate Law and Regulations; and
- Six (6) hours pertaining to Contract Writing.

It is acknowledged that satisfactory completion of the above-referenced Post-License education hours will not count towards any continuing education requirements, if applicable, for renewal or reinstatement of license.

Mr. Roth seconded the motion which was unanimously approved by members: Burton, Chawla, Funkhouser, Hale, Roth, and Thronson.

In the matter of **File Number 2024-01351 – Fouad Talout**, the Board reviewed the Consent Order as seen and agreed to by Talout. Talout did not appear at the Board meeting in person, by counsel, or by any other qualified representative.

File Number 2024-01351 – Fouad Talout

Mr. Hale moved to accept the proposed Consent Order offer wherein Talout admits to two violations of **§54.1-2132.A.4** (Count 1) of the **Code of Virginia** and a violation of **18 VAC 135-20-310.1** (Count 2). Talout agrees to a monetary penalty of \$500.00 for each violation contained in Count 1, \$500.00 for the violation contained in Count 2 and \$150.00 for Board costs for a total of \$1,650.00.

In addition, Talout agrees to complete at least the number of classroom hours, as specified below, of Board-approved Post-License education and provide proof of attendance and successful completion to the Board within six (6) months of the effective date of this Consent Order. The courses must be completed in the classroom. The courses to be completed are:

- Three (3) hours pertaining to Ethics and Standards of Conduct; and
- Six (6) hours pertaining to Contract Writing.

It is acknowledged that satisfactory completion of the above-referenced Post-License education hours will not count towards any continuing education requirements, if applicable, for renewal or reinstatement of license.

Mr. Roth seconded the motion which was unanimously approved by members: Burton, Chawla, Funkhouser, Hale, Roth, and Thronson.

In the matter of **File Number 2024-01380 – Jamie Lynn Criner, t/a Jamie Criner**, the Board reviewed the Consent Order as seen and agreed to by Criner. Criner did not appear at the Board meeting in person, by counsel, or by any other qualified representative.

File Number 2024-01380 – Jamie Lynn Criner, t/a Jamie Criner,

Mr. Hale moved to accept the proposed Consent Order offer wherein Criner admits to a violation of **§54.1-2132.A.4** of the **Code of Virginia** (Count 1) and **18 VAC 135-20-310.2** (Count 2) of the Board's regulations. Criner agrees to a monetary penalty of \$500.00 for the violation contained in Count 1, \$500.00 for the violation contained in Count 2 and \$150.00 for Board costs for a total of \$1,150.00.

In addition, Criner agrees to complete at least three (3) classroom hours of Board-approved Post-License education pertaining to Escrow Requirements

and provide proof of attendance and successful completion within six (6) months of the effective date of this Consent Order. The course(s) must be completed in the classroom.

It is acknowledged that satisfactory completion of the above-referenced Post-License education hours will not count towards any continuing education requirements, if applicable, for renewal or reinstatement of license.

Mr. Roth seconded the motion which was unanimously approved by members: Burton, Chawla, Funkhouser, Hale, Roth, and Thronson.

In the matter of **File Number 2024-01427– Danielle Moody Wade**, the Board reviewed the Consent Order as seen and agreed to by Wade. Wade did not appear at the Board meeting in person, by counsel, or by any other qualified representative.

File Number 2024-01427– Danielle Moody Wade

Mr. Hale moved to accept the proposed Consent Order offer wherein Saba admits to a violation of § 54.1-2135.A.2 (Count 1) of the **Code of Virginia**, and agrees to a monetary penalty of \$250.00 for the violation contained in Count 1 and \$150.00 for Board costs for a total of \$400.00.

In addition, Wade agrees to complete at least six (6) classroom hours of Board-approved Post-License education pertaining to Contract Writing and provide proof of attendance and successful completion within six (6) months of the effective date of this Consent Order. The course(s) must be completed in the classroom.

It is acknowledged that satisfactory completion of the above-referenced Post-License education hours will not count towards any continuing education requirements, if applicable, for renewal or reinstatement of license.

Mr. Roth seconded the motion which was unanimously approved by members: Burton, Chawla, Funkhouser, Hale, Roth, and Thronson.

In the matter of **File Number 2024-01560 – Wanda Kay Harris, t/a Wanda Harris**, the Board reviewed the Consent Order as seen and agreed to by Harris. Harris did not appear at the Board meeting in person, by counsel, or by any other qualified representative.

File Number 2024-01560 – Wanda Kay Harris, t/a Wanda Harris

Mr. Hale moved to accept the proposed Consent Order offer wherein Harris admits to a violation of **54.1-2135.A.2 (Count 1) of the Code of Virginia** and agrees to a monetary penalty of \$550.00 for the violation contained in Count 1 and \$150.00 for Board costs for a total of \$700.00.

In addition, Harris agrees to complete at least six (6) classroom hours of Board-

approved Post-License education pertaining to Real Estate Law and Regulations and provide proof of attendance and successful completion within six (6) months of the effective date of this Consent Order. The course(s) must be completed in the classroom.

It is acknowledged that satisfactory completion of the above-referenced Post-License education hours will not count towards any continuing education requirements, if applicable, for renewal or reinstatement of license.

Mr. Roth seconded the motion which was unanimously approved by members: Burton, Chawla, Funkhouser, Hale, Roth, and Thronson.

In the matter of **File Number 2024-01673– Joy Ellen Holland, t/a Joy Holland**, the Board reviewed the Consent Order as seen and agreed to by Wade. Wade did not appear at the Board meeting in person, by counsel, or by any other qualified representative.

File Number 2024-01673– Joy Ellen Holland, t/a Joy Holland

Mr. Hale moved to accept the proposed Consent Order offer wherein Saba admits to a violation of § 54.1-2135.A.2 (Count 1) of the Code of Virginia, and agrees to a monetary penalty of \$250.00 for the violation contained in Count 1 and \$150.00 for Board costs for a total of \$400.00.

In addition, Wade agrees to complete at least six (6) classroom hours of Board-approved Post-License education pertaining to Contract Writing and provide proof of attendance and successful completion within six (6) months of the effective date of this Consent Order. The course(s) must be completed in the classroom.

It is acknowledged that satisfactory completion of the above-referenced Post-License education hours will not count towards any continuing education requirements, if applicable, for renewal or reinstatement of license.

Mr. Roth seconded the motion which was unanimously approved by members: Burton, Chawla, Funkhouser, Hale, Roth, and Thronson.

END OF BLOCK VOTE

Ms. Thronson recused herself for the following case file:
File Number 2024-00470 Lauren Hackman Thompson

In the matter of **File Number 2024-00470 – Lauren Hackman Thompson**, the Board reviewed the Consent Order as seen and agreed to by Thompson. Thompson did not appear at the Board meeting in person, by counsel, or by any other qualified representative.

File Number 2024-00470 Lauren Hackman Thompson

Mr. Hale moved to accept the proposed Consent Order offer wherein

Thompson admits to two violations of **18 VAC 135-20-260.11** (Count 1) of the Board's Regulations and agrees to a monetary penalty of \$1,350.00 for each violation contained in Count 1 and \$150.00 for Board costs for a total of \$2,850.00.

In addition, Thompson agrees to complete at least six (6) classroom hours of Board-approved Post-License education pertaining to Real Estate Law and Regulations and provide proof of attendance and successful completion within six (6) months of the effective date of this Consent Order. The course(s) must be completed in the classroom.

It is acknowledged that satisfactory completion of the above-referenced Post-License education hours will not count towards any continuing education requirements, if applicable, for renewal or reinstatement of license.

Mr. Roth seconded the motion which was unanimously approved by members: Burton, Chawla, Funkhouser, Hale, and Roth.

Ms. Thronson returned to the meeting.

**Return of Board
Member**

Mr. Hale recused himself for the following case file:

File Number 2024-01019 – Breanna Michelle Campbell, t/a Bre Campbell

In the matter of **File Number 2024-01019 – Breanna Michelle Campbell, t/a Bre Campbell**, the Board reviewed the Consent Order as seen and agreed to by Campbell. Campbell did not appear at the Board meeting in person, by counsel, or by any other qualified representative.

**File Number 2024-
01019 – Breanna
Michelle Campbell,
t/a Bre Campbell**

Ms. Thronson moved to accept the proposed Consent Order offer wherein Herrera admits to a violation of **18 VAC 135-20-190.B** (Count 1) of the Board's Regulations, and agrees to a monetary penalty of \$300.00 for the violation contained in Count 1, and \$150.00 for Board costs for a total of \$450.00.

In addition, Campbell agrees to complete at least three (3) classroom hours of Board-approved Post-License education pertaining to Ethics and Standards of Conduct and provide proof of attendance and successful completion within six (6) months of the effective date of this Consent Order. The course(s) must be completed in the classroom.

It is acknowledged that satisfactory completion of the above-referenced Post-License education hours will not count towards any continuing education requirements, if applicable, for renewal or reinstatement of license.

Mr. Roth seconded the motion which was unanimously approved by members: Burton, Chawla, Funkhouser, Roth, and Thronson.

Mr. Hale returned to the meeting.

Return of Board Member

Mr. Hale provided a report from the September 4, 2024, Real Estate Education Committee meeting. Ms. Thronson moved to adopt the Real Estate Education Committee report. Mr. Burton seconded the motion which was unanimously approved by members: Burton, Chawla Funkhouser, Hale, Roth, and Thronson.

EDUCATION

NEW BUSINESS

Ms. Coleman provided the Real Estate Board with the Executive Director's update.

Executive Director's Update

Ms. Coleman reminded the Board that the new real estate application fees will be effective starting October 1, 2024.

Ms. Coleman provided an update on the regulatory review process. The review process for the Real Estate Board Regulations is ongoing and is expected to be completed within the next two to three months. The review of the Real Estate Board Fair Housing Regulations is currently in the internal review phase with the Fair Housing Office and Real Estate Board staff. After this review, the regulations will be submitted to the committee for revisions, approvals, and then to the Board.

Regulatory Actions

Exempt Actions

Ms. Coleman informed the Board that the following exempt actions have been finalized and will take effect on November 1, 2024:

- SB 554 Amendment
- HB 917 and SB 358 Amendment
- HB 383 and SB 330 Amendment
- HB 1237 and SB 437 Amendment

Remote Proctored Exams

Ms. Coleman and Mr. Emerson informed the Board that the remote proctored exams have been developed and will be available in the coming weeks. Mr. Emerson also updated the Board on where Virginia ranks nationally and provided the following to the Board:

VA Broker exam pass rate 66%
National pass rate 64%

VA Salesperson exam pass rate 57%

Fair Housing Training

National pass rate 54%

Ms. Coleman informed the Board there will be a mandatory Fair Housing training during the Board Member Training Conference on October 11, 2024, between 2pm – 4pm.

Committee
Vacancies
Real Estate Fair
Housing Sub
Committee

Ms. Coleman requested two volunteers for the Real Estate Fair Housing Sub Committee. Ms. Coleman informed the Board that the committee usually meets 15-20 minutes before the regular Real Estate Board meeting. Mr. Pieri Burton, Ms. Aekta Chawla, and Mr. Kit Hale, volunteered to serve on the committee.

Real Estate Board
Education
Committee

Ms. Coleman requested two volunteers for the Real Estate Board Education Committee. Ms. Coleman informed the Board that the committee usually meets the day before the regular Real Estate Board meeting. Mr. Pieri Burton and Ms. Aekta Chawla, volunteered to serve on the committee.

OTHER BOARD
BUSINESS

Aimee-Leigh Bean, IT Analyst, provided EPICx demonstration for the Board.

EPICx Update

Mr. Greg Emerson, Director of Examinations, provided the Board statistics report for applicants passing the national and state portion of the exam.

Exam Statistics

The Board reviewed the Board financial statement and recovery fund as presented. No action was taken by the Board.

Board Financial
Statement and
Recovery Fund

Mr. Funkhouser reminded the Board that the Board Member Training Conference will take place October 10-11, 2024, at Great Wolf Lodge.

Board Member
Training Conference

2025 Board Meeting
Dates

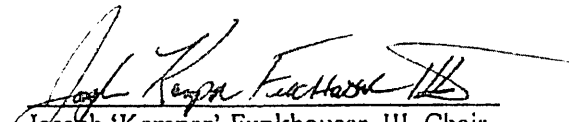
The Board reviewed the 2025 Board Meeting dates. No action was taken by the Board.

Mr. Funkhouser reminded the Board to complete the Conflict-of-Interest Statements and Travel Reimbursement Forms.

COMPLETION OF
PAPERWORK

There being no further business, the Board adjourned at 12:16 PM.

ADJOURN


Joseph 'Kemper' Funkhouser, III, Chair


Brian P. Wolford, Secretary



Department of Professional and Occupational Regulation

REAL ESTATE BOARD
VISITOR SIGN-IN SHEET
BOARD MEETING

SEPTEMBER 05, 2024 - 10 AM

NO.	NAME/AFFILIATION	EMAIL	DO YOU WISH TO SPEAK? (Y/N)
1	PUNEET BHATT	Puneet.Bhatt@gmail.com	Y
2	DEEPA GUPTA	Deepa.gupta@gmail.com	Y
3	DEVIN VANDER COTTANAUER	DEV.VanderCottanauer@gmail.com	Y
4		75Trents@gmail.com	Y
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STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name Alice Kendrick
(Name of Board Member/Presiding Officer)
2. Title: Board Member
3. Agency: DPOR/Real Estate Board
(Name of Board)
4. Transaction: Meeting/ Informal Fact-Finding Conferences held on: September 5, 2024

5. Do you have a personal interest in the following transaction?

- No; I **do not** have a personal interest in any transactions taken at this meeting/conference.
 Yes - If yes, please answer the following questions.

A. _____
(Agenda Item)

B. Nature of Personal Interest Affected by Transaction:

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

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

6. Signature of Board Member/Presiding Officer:

Alice Kendrick
Signature

9/5/2024
Date

STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name Kit Hale
(Name of Board Member/Presiding Officer)
2. Title: Board Member
3. Agency: DPOR/Real Estate Board
(Name of Board)
4. Transaction: Meeting/ Informal Fact-Finding Conferences held on: September 5, 2024

5. Do you have a personal interest in the following transaction?

No; I **do not** have a personal interest in any transactions taken at this meeting/conference.

Yes - If yes, please answer the following questions.

A.

(Agenda Item)

B. Nature of Personal Interest Affected by Transaction:

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

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

I did not participate in the transaction.

6. Signature of Board Member/Presiding Officer:


Signature

9/5/2024
Date

STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name Anna Thronson
(Name of Board Member/Presiding Officer)
2. Title: Board Member
3. Agency: DPOR/Real Estate Board
(Name of Board)
4. Transaction: Meeting/ Informal Fact-Finding Conferences held on: September 5, 2024

5. Do you have a personal interest in the following transaction?

- No; I **do not** have a personal interest in any transactions taken at this meeting/conference.
- Yes - If yes, please answer the following questions.

A. _____
(Agenda Item)

B. Nature of Personal Interest Affected by Transaction:

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

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

6. Signature of Board Member/Presiding Officer:

Anna Thronson
Signature

9-5-24
Date

STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name Joseph 'Kemper' Funkhouser
(Name of Board Member/Presiding Officer)
2. Title: Board Member
3. Agency: DPOR/Real Estate Board
(Name of Board)
4. Transaction: Meeting/ Informal Fact-Finding Conferences held on: September 5, 2024

5. Do you have a personal interest in the following transaction?

- No; I **do not** have a personal interest in any transactions taken at this meeting/conference.
 Yes - If yes, please answer the following questions.

A. _____
(Agenda Item)

B. Nature of Personal Interest Affected by Transaction:

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

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

6. Signature of Board Member/Presiding Officer:

Joseph Kemper Funkhouser
Signature

9/5/24
Date

STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name Doug Roth
(Name of Board Member/Presiding Officer)
2. Title: Board Member
3. Agency: DPOR/Real Estate Board
(Name of Board)
4. Transaction: Meeting/ Informal Fact-Finding Conferences held on: September 5, 2024

5. Do you have a personal interest in the following transaction?

- No; I **do not** have a personal interest in any transactions taken at this meeting/conference.
- Yes - If yes, please answer the following questions.

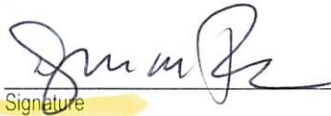
A. _____
(Agenda Item)

B. Nature of Personal Interest Affected by Transaction:

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

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

6. Signature of Board Member/Presiding Officer:


Signature

9/5/2024
Date

STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name Pieri Burton
(Name of Board Member/Presiding Officer)

2. Title: Board Member

3. Agency: DPOR/Real Estate Board
(Name of Board)

4. Transaction: Meeting/ Informal Fact-Finding Conferences held on: September 5, 2024

5. Do you have a personal interest in the following transaction?

- No; I **do not** have a personal interest in any transactions taken at this meeting/conference.
 Yes - If yes, please answer the following questions.

A. _____
(Agenda Item)

B. Nature of Personal Interest Affected by Transaction:

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

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

6. Signature of Board Member/Presiding Officer:



Signature

9-5-2024

Date

STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name Aekta Chawla
(Name of Board Member/Presiding Officer)

2. Title: Board Member

3. Agency: DPOR/Real Estate Board
(Name of Board)

4. Transaction: Meeting/ Informal Fact-Finding Conferences held on: September 5, 2024

5. Do you have a personal interest in the following transaction?

No; I **do not** have a personal interest in any transactions taken at this meeting/conference.

Yes - If yes, please answer the following questions.

A. _____
(Agenda Item)

B. Nature of Personal Interest Affected by Transaction:

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

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

I did not participate in the transaction.

6. Signature of Board Member/Presiding Officer:

Aekta Chawla
Signature

9/5/2024
Date