



COMMONWEALTH of VIRGINIA

Department of Professional and Occupational Regulation

Ralph S. Northam
Governor

Brian Ball
Secretary of
Commerce and Trade

VIRGINIA REAL ESTATE BOARD EDUCATION COMMITTEE MEETING REPORT

The Real Estate Board Education Committee met on Wednesday, September 16, 2020, at 2:00 p.m., at the Department of Professional & Occupational Regulation in Richmond, Virginia.

Committee Members present: Candice Bower, Committee Chair
Sharon Johnson, Board Chair
Nancy Piland, Board Member
Lynn Grimsley, Citizen

Department Staff Members present: Mary Broz Vaughn, DPOR Director
Jim Chapman, Board and Regulatory Administrator
Janice Toole, Licensing Specialist
Mia Quimpo, Licensing Specialist

Ms. Bower called the meeting to order at 2:07 p.m.

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

Public Comment

An education provider requested that Board staff procure additional information from PSI regarding applicant performance on content areas. Another provider mentioned that, in North Carolina, PSI sends education providers notes about “problem areas” in testing. Board staff agreed to look into the matter.

An education provider noted that, for administrative course approvals (courses where a secondary provider is requesting to teach a course that has already been approved by the Board for another provider), Board staff was asking for an Instructor Resume Worksheet before deeming the application complete. However, as pointed out by the education provider, the Instructor Resume Worksheet was not part of the original application, and the Board has already approved the instructor. Board staff agreed that it was not necessary to request the Instructor Resume Worksheet for administrative course approvals and will stop making the request.

The following applications were approved without stipulation unless noted otherwise:

I. Proprietary School Applications

- 0211001300 Global Real Estate School, Farmington, MO
Contact Person: John Mayfield
- 0211001302 River Fox Ambassadors, LLC. Richmond, VA

II. Continuing Education Course Applications

A. Previously Approved Continuing Education Course Applications, Approved Schools
(Review for Instructor Only – Attachment 2):

B. Original Continuing Education Course Applications, Approved Schools:

1. 0214025576 Electronic Communications & Advertising, 2 hours Legal Updates, RAR **(duplicate CE # 2 and PLE # 1)**
2. 0214025580 Electronic Communications & Advertising, 2 hours Broker Management, RAR **(duplicate CE # 1 and PLE # 1)**
3. 0214025581 Commercial Documents Workshop, 1 hour Legal Updates, and 1 hour Real Estate Contracts, RAR **(duplicate PLE # 2)**
4. 0214025583 Home Exteriors Training: For Real Estate Pros, 2 hours Real Estate Related, National Property Inspections Inc.
5. 0214025585 Commercial Real Estate 101, 3 hours Real Estate Related, McKissock, LLC
6. 0214025586 JMan's Tech Tools, 3 hours Real Estate Related, McKissock, LLC
This course was approved for two hours rather than three because the Committee did not think there was enough material for three hours of instruction.
7. 0214025587 SRES-Senior Real Estate Specialist, 8 hours Real Estate Related, RAR **(duplicate PLE # 3)**
8. 0214025593 Green Real Estate, 3 hours Real Estate Related, Dexterity CE, LLC
9. 0214025598 Section 1031 Tax Deferred Exchanges (On-line), 3 hours Real Estate Related, The CE Shop, Inc.
10. 0214025603 Buyers by Generation (On-line), 6 hours Real Estate Related, The CE Shop, Inc.
This course was approved for three hours rather than six because the Committee did not think there was enough material for six hours of instruction.
11. 0214025614 NAR: May the Code Be with You (On-line), 3 hours Ethics and Standards of Conduct, McKissock, LLC
12. 0214025617 Contracts, 2 hours Real Estate Contracts, Four Pillars Education, Inc.
13. 0214025618 At Home with Diversity, 8 hours Real Estate Related, FAAR **(duplicate PLE # 4)**
14. 0214025623 Commissions, 1 hour Real Estate Agency, SVAR
15. 0214025629 Cybersecurity Best Practices for Real Estate Professionals (On-line), 4 hours Real Estate Related. WebCE, Inc.
16. 0214025632 Real Estate Fraud, 2 hours Real Estate Related, MBH Settlement Group, LC **(duplicate PLE #5)**
The Committee did not approve instructors Tate and Mitchell due to lack of qualifications.
17. 0214025634 Title Insurance and Surveys 2020, 2 hours Real Estate Related, MBH Settlement Group, LC **(duplicate PLE # 6)**
18. 0214025636 Contracts, 1 hour Real Estate Contracts, DAAR
19. 0214025637 VA Legal Updates with Flood, 1 hour Legal Updates, DAAR
20. 0214025638 Using RPR Desktop and Mobile, 4 hours Real Estate Related, Dani Bucholtz

This course was not approved because it does not protect the health, welfare, and/or safety of the public.

21. 0214025640 Deconstruction, the Green Alternative, 4 hours Real Estate Related, Nova Star Appraisals, Inc.

This course was approved for two hours rather than four because the Committee did not think there was enough material for four hours of instruction.

22. 0214025641 Contract Pitfalls, 1 hour Real Estate Contracts, and 3 hours Real Estate Related, Alpha College of Real Estate **(duplicate PLE # 8)**
23. 0214025643 16 hr. Continuing Education (Correspondence), 2 hours Fair Housing, 3 hours Ethics, 1 hour Legal Updates, 1 hour Real Estate Agency, and 1 hour Real Estate Contracts, and 8 hours Real Estate Related, Alpha College of Real Estate
24. 0214025647 What Are the Types of Deeds Used to Convey Title in Real Estate (On-line), 2 hours Real Estate Related, REAL University
25. 0214025648 Agency Law, 1 hour Real Estate Agency, Moseley Flint Schools of Real Estate Inc. **(previously approved)**
26. 0214025649 Agency Law, 3 hours Real Estate Agency, Moseley Flint Schools of Real Estate Inc. **(previously approved)**
27. 0214025650 Fair Housing, 2 hours Fair Housing, Moseley Flint Schools of Real Estate Inc. **(previously approved)**
28. 0214025651 Financing Real Estate, 3 hours Real Estate Related, Moseley Flint Schools of Real Estate Inc. **(previously approved)**
29. 0214025652 Fundamentals of Real Estate Investment, 4 hours Real Estate Related, Moseley Flint Schools of Real Estate Inc. **(previously approved)**
30. 0214025653 Issues of Agency and Diversity, 2 hours Fair Housing, 1 hour Ethics, and 1 hour Real Estate Agency, Moseley Flint Schools of Real Estate Inc. **(previously approved)**
31. 0214025654 Real Estate Contracts, 1 hour Real Estate Contracts, Moseley Flint Schools of Real Estate Inc. **(previously approved)**
32. 0214025655 Real Estate Contracts-Offer to Purchase, 3 hours Real Estate Contracts, Moseley Flint Schools of Real Estate Inc. **(previously approved)**
33. 0214025656 Real Estate Fraud, 4 hours Real Estate Related, Moseley Flint Schools of Real Estate Inc. **(previously approved)**
34. 0214025657 RESPA. 4 hours Real Estate Related, Moseley Flint Schools of Real Estate Inc. **(previously approved)**
35. 0214025658 Selling Process, 3 hours Real Estate Contracts, Moseley Flint Schools of Real Estate, Inc. **(previously approved course # 0214020537)**
36. 0214025659 Zoning and Land Use Issues, 1 hour Real Estate Related, Moseley Flint Schools of Real Estate **(previously approved)**
37. 0214025660 Career Affecting Acronyms: RESPA, TILA, TRID & More, 4 hours Real Estate Related, Moseley Flint Schools of Real Estate **(previously approved)**
38. 0214025661 How to Do a Like-Kind Exchange, 4 hours Real Estate Related, Moseley Flint Schools of Real Estate **(previously approved)**
39. 0214025662 16 Credit Ultimate Virginia Real Estate CE Digest (Correspondence), 2 hours Fair Housing, 3 hours Ethics, 1 hour Legal Updates, 1 hour Real Estate Agency, 1 hour Real Estate Contracts, and 8 hours Real Estate Related, Moseley Flint Schools of Real Estate **(previously approved)**
40. 0214025663 8 Hour Real Estate Mandatory Course (Online), 2 hours Fair Housing, 3 hours Ethics, 1 hour Legal Updates, 1 hour Real Estate Agency, 1 hour Real Estate Contracts, Moseley Flint Schools of Real Estate **(previously approved)**

41. 0214025664 8 Hour Real Estate Mandatory Course (Correspondence), 2 hours Fair Housing, 3 hours Ethics, 1 hour Legal Updates, 1 hour Real Estate Agency, 1 hour Real Estate Contracts, Moseley Flint Schools of Real Estate (**previously approved**)
42. 0214025665 Virginia Continuing Education Mandatory Topics, 2 hours Fair Housing, 3 hours Ethics, 1 hour Legal Updates, 1 hour Real Estate Agency, 1 hour Real Estate Contracts, Moseley Flint Schools of Real Estate (**previously approved**)
43. 0214025666 Real Estate Ethics and Standards of Conduct, 4 hours Ethics, Moseley Flint Schools of Real Estate (**previously approved**)
44. 0214025667 Legal Updates with Required Flood Content (Correspondence), 1 hour Legal Updates, Moseley Flint Schools of Real Estate (**previously approved**)
45. 0214025668 Real Estate Law/Legal Updates, 1 hour Legal Updates, Moseley Flint Schools of Real Estate (**previously approved**)
46. 0214025669 Mortgage after the Meltdown, 8 hours Real Estate Related, Moseley Flint Schools of Real Estate (**previously approved**)
47. 0214025670 Real Estate Law Legal Updates, 3 hours Legal Updates, Moseley Flint Schools of Real Estate (**previously approved**)
48. 0214025684 Understanding Agent Duties and Disclosure, 1 hour Real Estate Agency, MBH Settlement Group, LC
The Committee did not approve instructors Blake, Tate, Lee, and Mitchell, due to lack of qualifications.
49. 0214025685 Understanding Environmental Issues which Impact Real Estate – 2020, 2 hours Real Estate Related, MBH Settlement Group, LC (**duplicate PLE # 9**)
The Committee did not approve instructors Blake, Tate, Lee, and Mitchell, due to lack of qualifications.
50. 0214025687 Real Estate Escrow Management, 3 hours Real Estate Related, Blue Ridge Real Estate School (**duplicate PLE # 10**)
51. 0214025689 Virginia Agency Law, 1 hour Real Estate Agency, Peninsula Real Estate School
52. 0214025690 Contract Law, 1 hour Real Estate Contracts, Peninsula Real Estate School
53. 0214025691 Fair Housing, 2 hours Fair Housing, FAAR (**duplicate PLE # 11**)
54. 0214025693 Short Sales, 2 hours Real Estate Related, FAAR (**duplicate PLE # 12**)
55. 0214025696 Federal & Virginia Fair Housing, 2 hours Fair Housing, Peninsula Real Estate School (**duplicate PLE # 13**)
56. 0214025698 Broker Office Policy, 2 hours Broker Management and 2 hours Broker Supervision, RAR
57. 0214025699 Essentials of Real Estate Finance, 8 hours Real Estate Related, Blue Ridge Real Estate School
58. 0214025704 Fundamentals of Real Estate Appraisal, 8 hours Real Estate Related, Blue Ridge Real Estate School
59. 0214025705 Real Estate Law, 8 hours Real Estate Related, Blue Ridge Real Estate School
60. 0214025706 Working with Rentals, 2 hours Broker Management, Cindy Bishop Worldwide, LLC (**duplicate CE # 60, 61 and PLE # 13**)
61. 0214025707 Working with Rentals, 2 hours Real Estate Related, Cindy Bishop Worldwide, LLC (**duplicate CE # 60, 61 and PLE # 13**)

62. 0214025709 Appraisals...Figuring the Numbers, 3 hours Broker Management, Cindy Bishop Worldwide, LLC
The Committee did not approve instructor David John Oliviero due to lack of qualifications.
63. 0214025710 WAAR Legal Updates, 1 hour Legal Updates, WAAR
64. 0214025711 Let's Get Social-How to Create a Social Media Plan, 1 hour Real Estate Related, McLean Mortgage Corporation
This course was not approved because it does not protect the health, welfare, and/or safety of the public.
65. 0214025712 The Greatness of Google, 1 hour Real Estate Related, McLean Mortgage Corporation
This course was not approved because it does not protect the health, welfare, and/or safety of the public.
66. 0214025713 Staging to Sell, What Every Agent Should Know, 3 hours Real Estate Related, Real Estate Staging Assoc. **(previously approved)**
67. 0214025714 To Survey or Not to Survey, 1 hour Real Estate Related, MBH Settlement Group, LC
68. 0214025718 Agency (On-line), 1 hour Real Estate Agency, Alpha College of Real Estate
69. 0214025720 The Code of Ethics: Our Promise of Professionalism, 3 hours Ethics and Standards of Conduct, Harrisonburg-Rockingham Assoc of Realtor
70. 0214025722 ABR - Accredited Buyer Representative, 2 hours Fair Housing, 3 hours Ethics, 1 hour Legal Updates, 1 hour Real Estate Agency, 1 hour Real Estate Contracts, and 8 hours Real Estate Related, Tri Corner Real Estate Institute LLC
71. 0214025723 Pricing Strategies: Mastering the CMA, 8 hours Real Estate Related, Tri Corner Real Estate Institute LLC
72. 0214025724 MRP-Military Relocation Professional, 8 hours Real Estate Related, Tri Corner Real Estate Institute LLC
73. 0214025725 SFR-Short Sales and Foreclosures, 8 hours Real Estate Related, Tri Corner Real Estate Institute LLC
74. 0214025740 Certified Negotiation Expert, 6 hours Real Estate Related, Georgetown SANA, LLC dba Reed Training Center

C. Original Continuing Education Course Application, Pending Schools:

III. Post-License Education Course Applications

A. Previously Approved Post-License Education Course Applications, Approved Schools (Review for Instructor Only – Attachment 2):

B. Original Post-License Education Course Applications, Approved Schools:

1. 0214025577 Electronic Communications & Advertising, 2 hours Current Industry Issues and Trends, RAR **(duplicate CE # 1)**
2. 0214025582 Commercial Documents Workshop, 2 hours Current Industry Issues and Trends, RAR **(duplicate CE # 3)**
3. 0214025588 SRES-Senior Real Estate Specialist, 2 hours Current Industry Issues and Trends, RAR **(duplicate CE # 7)**
4. 0214025619 At Home with Diversity, 2 hours Current Industry Issues and Trends, FAAR **(duplicate CE # 13)**

5. 0214025633 Real Estate Fraud, 2 hours Current Industry Issues and Trends, MBH Settlement Group, LC (**duplicate CE # 16**)
The Committee did not approve instructors Tate and Mitchell due to lack of qualifications.
6. 0214025635 Title Insurance and Surveys 2020, 2 hours Current Industry Issues and Trends, MBH Settlement Group, LC (**duplicate CE # 17**)
7. 0214025639 Contract Writing, 6 hours Contract Writing, DAAR
8. 0214025642 Contract Pitfalls, 2 hours Current industry Issues and Trends, Alpha College of Real Estate (**duplicate CE # 22**)
9. 0214025686 Understanding Environmental Issues which Impact Real Estate – 2020, 2 hours Current Industry Issues and Trends, MBH Settlement Group, LC (**duplicate CE # 49**)
The Committee did not approve instructors Blake, Tate, Lee, and Mitchell, due to lack of qualifications.
10. 0214025688 Real Estate Escrow Management, 3 hours Escrow Requirements, Blue Ridge Real Estate School (**duplicate CE # 50**)
11. 0214025692 Fair Housing 2020, 2 hours Fair Housing, FAAR (**duplicate CE #53**)
12. 0214025694 Short Sales, 2 hours Current Industry Issues and Trends, FAAR (**duplicate CE # 54**)
13. 0214025697 Federal and Virginia Fair Housing Laws, 2 hours Fair Housing, Peninsula Real Estate School (**duplicate CE # 55**)
14. 0214025708 Working with Rentals, 2 hours Current Industry Issues and Trends, Cindy Bishop Worldwide (**duplicate CE # 60, 61**)
15. 0214025715 Contract Writing and Review, 6 hours Contract Writing, MAI Institute
16. 0214025716 Real Estate Law and Board Regulations, 6 hours Real Estate Law and Board Regulations, MAI Institute
17. 0214025717 Virginia Real Estate Law & Board Regulations, 6 hours Real Estate Law & Board Regulations, DAAR
18. 0214025721 2020 Ethics Seminar, 3 hours Ethics and Standards of Conduct, Harrisonburg Rockingham

C. Original Post-License Education Course Applications, Pending Schools:

IV. Pre-License Education Instructors

1. 0230001647 Pramedai K. Reed – Experience & Professional Designation (Principles, Appraisal, Finance, Brokerage, and Law)
2. 0230001624 John Mayfield – Professional Designation & Waiver (Principles)

V. Pre-License Education Courses

1. 0214025695 60 hours Principles and Practices of Real Estate (Virtual Classroom), PWAR
2. 0214025700 45 hours Real Estate Finance, (Virtual Classroom), Blue Ridge Real Estate School
3. 0214025701 45 hours Real Estate Brokerage, (Virtual Classroom), Blue Ridge Real Estate School
4. 0214025702 45 hours Real Estate Appraisal, (Virtual Classroom), Blue Ridge Real Estate School
5. 0214025703 45 hours Real Estate Law (Virtual Classroom), Blue Ridge Real Estate School

6. 0214025726 45 hours Real Estate Brokerage (Correspondence), Tri Corner Real Estate
7. 0214025727 45 hours Real Estate Law (Correspondence), Tri Corner Real Estate
8. 0214025728 45 hours Real Estate Appraisal (Correspondence), Tri Corner Real Estate
9. 0214025729 45 hours Real Estate Finance (Correspondence), Tri Corner Real Estate
10. 0214025730 15 hours Principles and Practices of Real Estate (On-line), Moseley Flint Schools of Real Estate
11. 0214025731 60 hours Principles and Practices of Real Estate (Classroom/Virtual Classroom), Reed Training Center
12. 0214025739 60 hours Principles and Practices of Real Estate (On-line), Global Real Estate School

VI. Additional Continuing/Post-License Education Instructors

1. **David Ducatman**

- 0214023464 & 0214023465 - 2018, A Year in Review
- 0214025120 & 0214025121 - A Mock Settlement
- 0214023725 & 0214023726 - Advanced Title Insurance Issues
- 0214023743 & 0214023744 - Agency Demystified
- 0214022898 & 0214022902 - Bankruptcy and Foreclosure
- 0214023727 - Clearing Title to a Commission Check
- 0214024495 & 0214023729 - Contracts With Escalators Clauses
- 0214023739 & 0214023740 - Death, Divorce and Bankruptcy
- 0214022897 & 0214022901 - Effective Real Estate Contracts
- 0214023731 & 0214023730 - Escrow Requirements
- 0214022894 & 0214022900 - Ethics for Real Estate Agents
- 0214025124 & 0214025125 - Fair Housing
- 0214023733 & 0214023732 - Foreclosures, REOs and Short Sales-A Primer
- 0214023741 & 0214023742 - Legal Updates and Emerging Trends With Flood Content
- 0214025123 & 0214025122 - Let's Inspect This A Little More Closely
- 0214023734 & 0214023735- Lien on Me
- 0214023114 - Living the Dream-Simple Steps to Avoiding Problem Settlements
- 0214022896 - Practical Guide to FIRPTA and Foreign Sellers
- 0214023745 - Property Condition Disclosures in Sale Transactions
- 0214025116 - Real Estate Disclosure Law in VA
- 0214024005 & 0214024006 - Real Estate Related Financing
- 0214024007 & 0214024003 - Risk Management
- 0214023737 & 0214023738 - The Power of Exchange: 1031s
- 0214023746 - Transactional Red Flags- Authority to Sell
- 0214023841 - Transactions Involving FHA and VA Financing
- 0214022912 & 0214022904 - Unconventional Transactions
- 0214022899 & 0214022903 - Understanding the Conventional, FHA and VA Financing Addenda 2015
- 0214022895 - Understanding the Private Well and/or Septic Contingency Addendum
- 0214024001 & 0214024002 - Virginia Real Estate Law and Board Regulations
- 0214024008 & 0214024004 - Why Didn't My Short Sale Close

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2. **Thomas William Dunbar**

- 0214023464 & 0214023465 - 2018, A Year in Review
- 0214025120 & 0214025121 - A Mock Settlement
- 0214023725 & 0214023726 - Advanced Title Insurance Issues
- 0214023743 & 0214023744 - Agency Demystified

0214022898 & 0214022902 - Bankruptcy and Foreclosure
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3. Ben MacKenzue

0214023464 & 0214023465 - 2018, A Year in Review
 0214025120 & 0214025121 - A Mock Settlement
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 0214023746 - Transactional Red Flags- Authority to Sell
 0214023841 - Transactions Involving FHA and VA Financing
 0214022912 & 0214022904 - Unconventional Transactions

0214022899 & 0214022903 - Understanding the Conventional, FHA and VA Financing Addenda 2015

0214022895 - Understanding the Private Well and/or Septic Contingency Addendum

0214024001 & 0214024002 - Virginia Real Estate Law and Board Regulations

0214024008 & 0214024004 - Why Didn't My Short Sale Close

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4. **Patricia Young**

0214025539, 0214024646, & 0214024647 – Escrow Requirements

0214023356, 0214026657, & 0214023358 – Contracts Addendum

0214023345 & 0214023346 – Ethics

0214022930 & 0214022929 – Fair Housing

0214025434, 0214025433, & 0214021934 – Residential Contract Essentials

0214023715 – Duties of a Supervising Broker

Cindy Bishop Worldwide

5. **Frank McLaughlin**

0214023464 & 0214023465 - 2018, A Year in Review

0214025120 & 0214025121 - A Mock Settlement

0214023725 & 0214023726 - Advanced Title Insurance Issues

0214023743 & 0214023744 - Agency Demystified

0214022898 & 0214022902 - Bankruptcy and Foreclosure

0214023727 - Clearing Title to a Commission Check

0214024495 & 0214023729 - Contracts With Escalators Clauses

0214023739 & 0214023740 - Death, Divorce and Bankruptcy

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0214025116 - Real Estate Disclosure Law in VA

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There was no new business.

The meeting adjourned at 3:51 p.m.