



# 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, July 14, 2021, at 2:00 p.m., at the Department of Professional & Occupational Regulation in Richmond, Virginia.

Committee Members present: Candice Bower, Committee Chair and Board Member  
Catina Jones, Board Member  
Nancy Piland, Board Member

Department Staff Members present: Jim Chapman, Board and Regulatory Administrator  
Mia Quimpo, Licensing Specialist  
Janice Toole, Licensing Specialist

Ms. Bower called the meeting to order at 2:00 p.m.

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

#### Public Comment

An education provider inquired as to the process for out-of-state brokers who do not meet the Board's education requirements taking the state exam through PSI. The education provider had a North Carolina broker who took the state exam through PSI, but upon submitting an application was told that he needed to complete additional education. Board staff responded regarding the process and the PSI does not screen education requirements for reciprocity applicants.

An education provider asked whether a pre-license instructor was allowed to recruit a salesperson during a pre-license education course. The Committee members responded that to do so may be a violation of the NAR Code of Ethics, but was likely not a matter over which the Board had jurisdiction.

#### Discussion Items

Board staff reminded education providers in attendance that the PLE/CE Instructor Approval Application only needs to be submitted once per instructor.

The Committee reviewed Board regulations 18 VAC 135-20-350, 18 VAC 135-20-360, 18 VAC 135-20-370, 18 VAC 135-20-380, 18 VAC 135-20-390, 18 VAC 135-20-400, and 18 VAC 135-20-410. The Committee will forward its suggestions to the Regulatory Review Committee for consideration at its meeting in October 2021.

## Real Estate Education Applications

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

### I. A. Proprietary School Applications

1. 0211001314 Abound Real Estate Academy, LLC. Norfolk VA  
Contact Person: Howard Williams
2. 0211001313 360 Home Inspections, LLC. New Kent, VA  
Contact Person: Sid Lucas

### II. Post-License and Continuing Education Course Applications

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

1. 0214026374 FH, Multiple Offers & as Is Transactions, 2 hours Broker Management, RAR **(CE only)**
2. 0214026375 / 0214026376 Multiple Offers & as Is Transactions, 1 hour Real Estate Contracts, 1 hour Real Estate Related, and 2 hours Current Industry issues and Trends, RAR
3. 0214026377 How to Buy and Finance Land, 1 hour Real Estate Contracts, FAAR **(CE only)**
4. 0214026382 2021 New Laws, 1 hour Legal Updates, Virginia Realtors **(CE only)**
5. 0214026387 Understanding Mold Restoration, 3 hours Real Estate Related, Servpro Industries, LLC **(CE only)**  
**The Committee only recommended that the course be approved for one hour.**
6. 0214026388 Foreclosure Options & Realities 2, 2 hours Broker Management, Cindy Bishop Worldwide **(CE only)**
7. 0214026389 / 0214026390 Foreclosure Options & Realities 2, 2 hours Legal Updates and 2 hours Current Industry Issues and Trends, Cindy Bishop Worldwide
8. 0214026391/ 0214026392 Fair Housing, 2 hours Fair Housing, Cindy Bishop Worldwide
9. 0214026394 Advanced Real Estate Finance, 3 hours Real Estate Related, GCAAR **(CE only)**
10. 0214026397 / 0214026398 Q&A with Michele and Friends, 2 hours Real Estate Related and 2 hours Current Industry Issues and Trends, FAAR
11. 0214026399 Ethics & Standards of Conduct, 3 hours Ethics & Standards of Conduct, Provident School of Real Estate **(CE only)**
12. 0214026400 Real Estate Agency, 2 hours Real Estate Agency, Provident School of Real Estate **(CE only)**
13. 0214026401 Real Estate Contracts, 2 hours Real Estate Contracts, Provident School of Real Estate **(CE only)**
14. 0214026402 Fair Housing, 2 hours Fair Housing, Provident School of Real Estate **(CE only)**
15. 0214026405 Agency, Contracts & Legal Updates, 1 hour Legal Updates, 1 hour Real Estate Agency, and 1 hour Real Estate Contracts, Towne Realty School of Real Estate **(CE only)**

16. 0214026406/0214026407 VRLTA and 2021 Legislative Update, 3 hours Legal Updates and 2 hours Current Industry Issues and Trends, Virginia Realtors
17. 0214026408 VRLTA and 2021 Legislative Update, 3 hours Broker Management, Virginia Realtors **(CE only)**
18. 0214026409 / 0214026410 Implicit Bias Training, 2 hours Real Estate Related, and 2 hours Current Industry Issues and Trends, Long and Foster Institute of Real Estate,
19. 0214026411 Testing the Divide, 1 hour Real Estate Related, Long and Foster Institute of Real Estate **(CE only)**
20. 0214026412 16 Hr. Req Topics VA Real Estate Law & Ethics (Correspondence), 2 hours Fair Housing, 3 hours Ethics, 1 hour Legal Updates, 2 hours Real Estate Agency, 1 hour Real Estate Contracts, and 7 hours Real Estate Related, Eagles Academy of Real Estate, LLC
21. 0214026421 / 0214026422 Real Estate Contracts/ Contract Writing (Correspondence), 1 hour Real Estate Contracts, and 6 hours Contract Writing, reFocus Real Estate School LLC.
22. 0214026423 / 0214026424 Real Estate Ethics, 3 hours Ethics & Standards of Conduct, Funkhouser Real Estate School
23. 0214026426 / 0214026427 Real Estate Law and Board Regulations (Correspondence), 6 hours Real Estate Related, and 6 hours Real Estate Law and Board Regulations, reFocus Real Estate School LLC.
24. 0214026428 / 0214026429 Risk Management (Correspondence), 3 hours Real Estate Related, and 3 hours Risk Management, reFocus Real Estate School LLC.
25. 0214026430 / 0214026431 Real Estate – Related Finance (Correspondence), 2 hours Real Estate Related, and 2 hours Real Estate – Related Finance, reFocus Real Estate School LLC.
26. 0214026432 / 0214026433 Current Industry Issues and Trends (Correspondence), 2 hours Real Estate Related, and 2 hours Current Industry Issues and Trends, reFocus Real Estate School LLC.
27. 0214026434 / 0214026435 Escrow Requirements (Correspondence), 3 hours Real Estate Related, and 3 hours Escrow Requirements, reFocus Real Estate School LLC.
28. 0214026436 / 0214026437 Ethics and Standards of Conduct (Correspondence), 3 hours Ethics and Standards of Conduct, reFocus Real Estate School LLC.
29. 0214026438 / 0214026439 Agency Law (Correspondence), 1 hour Real Estate Agency, and 3 hours Virginia Agency Law, reFocus Real Estate School LLC.
30. 0214026440 / 0214026441 Fair Housing (Correspondence), 2 hours Fair Housing **(CE/PLE)**, reFocus Real Estate School LLC.
31. 0214026442 / 0214026443 Working with Renters, 2 hours Real Estate Related, and 2 hours Current Industry Issues and Trends, DAAR  
**The Committee recommended this course for approval pending receipt of updates to include “source of funds” as a protected base of discrimination.**
32. 0214026444 / 0214026445 Real Estate Loan Process & Finance Options, 2 hours Real Estate Related, and 2 hours Current Industry Issues and Trends, DAAR
33. 0214026446 / 0214026447 Short Sales, 2 hours Real Estate Related, and 2 hours Current Industry Issues and Trends, New Millennium University

34. 0214026448 Legal Updates, 1 hour Legal Updates, New Millennium University  
**(CE only)**
35. 0214026449 Real Estate Agency, 1 hour Real Estate Agency, New Millennium University  
**(CE only)**
36. 0214026450 Ethics and Standards of Conduct, 3 hours Ethics, New Millennium University  
**(CE only)**  
**The Committee recommended this course for approval pending receipt of updates to the slide regarding “Virginia Real Estate Board Disciplinary Actions” (change “if prosecuted” to “if found in violation,” change “guilty plea” to “admit liability,” change “agree to punishment” to “agree to sanctions”).**
37. 0214026451 Fair Housing, 2 hours Fair Housing, New Millennium University  
**(CE only)**
38. 0214026452 Real Estate Contracts, 1 hour Real Estate Contracts, New Millennium University  
**(CE only)**  
**The Committee recommended this course for approval pending receipt of updated forms.**
39. 0214026454 1031 Tax Deferred Exchange Basics, 1 hour Real Estate Related, Capital Area Title, LLC/dba: Universal Title  
**(CE only)**

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

None

### III. Pre-License Education Instructors

1. 0230001653 Norris W Ramsey – education and waiver (Principles, Appraisal, Finance, Brokerage, and Law)

### IV. Pre-License Education Courses

1. 0214026393 60-hours Salesperson Principles and Practices of Real Estate (On-line), Digital Learning Centers, LLC dba REMI School of Real Estate
2. 0214026395 60-hours Salesperson Principles and Practices of Real Estate (Classroom and Virtual Classroom), Compass Real Estate Academy  
**The Committee recommended this course for approval pending the receipt of updated editions.**
3. 0214026403 60-hours Salesperson Principles and Practices of Real Estate (Classroom), Eagles Academy of Real Estate, LLC
4. 0214026413 60-hours Salesperson Principles and Practices of Real Estate (Classroom and Virtual Classroom), Abound Real Estate Academy, LLC  
**The Committee recommended this course for approval pending the receipt of updated editions.**
5. 0214026453 60-hours Salesperson Principles and Practices of Real Estate (Virtual Classroom), HCG Real Estate School  
**The Committee recommended this course for approval pending the receipt of updated editions.**

### V. Post-License and Continuing Education Instructor Approval Applications

1. Timothy Vohar

2. John Seth Hurlbert
3. Joshua Schiller Wirth
4. Michael Lafayette
5. Michele Freemyers
6. Donna Lynn Moyer
7. Michael G. Straley
8. Rebecca Jean Straley
9. Regina Renee Scott
10. Laura Farley
11. Catharyn B. Oroszlan
12. Mark David Worriow
13. Jessica Toone
14. Jonathan Russell Haley
15. Jay Scott Mitchell
16. Alan Israel Leibowitz

**The Committee did not recommend this application for approval because it could not determine qualifications.**

17. Lynette Hale-Lee
18. Sandra Lorraine Smith
19. Keith Wayne Tellinghuisen

**The Committee did not recommend this application for approval because it could not determine qualifications.**

20. Michael William Jones
21. Marcy D. Caffrey
22. Kenneth Wayne Ayscue
23. Wendy MacCambridge-Moyer
24. Donald Paul Widmayer, Jr
25. Dawn Marie Kennedy
26. Cynthia Lee Murray
27. John Robert Murray
28. Mark Geslock
29. Tanya Monroe
30. Jason Aaron Gossett
31. Kevin Daniel McGrath
32. Lauren Beth Tate
33. Allyson Lambo Newkirk
34. Christine Anne Singhass
35. Matthew Rathbun
36. Robert Steven Pope
37. Homer Gary Garrison
38. Kelli Richeson Walker
39. Steven DeBlois
40. Suzanne Godin
41. Jeffrey Allen Edmisten
42. Latana K. Locke
43. Algernon Garrett Gardiner, Jr.
44. Ronald Wayne Burnham
45. Reed A Wilson
46. Romilda Pierce Smith
47. Lisa Simmons Moore
48. Robin Anne Marine
49. Michael Joseph Curry

50. Keith Barrett
51. Sonia Rae Downard
52. Aimee Frances Waltz
53. Robin Gayle Frank
54. Stuart M. Lynn
55. Kim Elizabeth Stepanuk

**The Committee recommended this applicant for approval under the the Title Grouping, but no more.**

56. Laura Fager
57. James E. Parrish III
58. Richard Nguyen
59. John Arthur Ansell III
60. Deana G. Wilson
61. Martha Calabrese Eaheart
62. Susan D. Malloy
63. Richard Harold Raab
64. Gwendolyn M Walton
65. Paul Vance Hartke
66. Norris Wayne Ramsey Jr.
67. Joseph Kemper Funkhouser III
68. Debra Marie Ellis

There was no new business.

The meeting adjourned at 4:10 p.m.