



Department of Professional and Occupational Regulation

REAL ESTATE BOARD  
TENTATIVE AGENDA  
Thursday, July 18, 2024 -10:00 a.m.  
2nd Floor – Board Room 2  
9960 Mayland Drive  
Richmond, Virginia 23233  
804-367-8526

**Mission:** Our mission is to protect the health, safety and welfare of the public by licensing qualified individuals and businesses enforcing standards of professional conduct for professions and occupations as designated by statute.

**I. CALL TO ORDER**

- A. Emergency Egress
- B. Determination of Quorum

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**II. APPROVAL OF DRAFT AGENDA**

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**III. APPROVAL OF MINUTES**

- A. Real Estate Board Meeting, May 16, 2024
- B. Real Estate Board Fair Housing Sub-Committee, May 16, 2024
- C. Real Estate Board Regulatory Review Committee, June 14, 2024

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**IV. WELCOME AND INTRODUCTIONS**

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**V. PUBLIC COMMENT PERIOD: \*FIVE MINUTE PUBLIC COMMENT, PER PERSON\***

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**VI. FAIR HOUSING REPORT**

- A. Fair Housing Administrator's Report
- B. Litigation Update

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**VII. FAIR HOUSING CASES**

1. Kyle Sershon v. Tricia Childress. Signature Property Management, LLC (dba Signature Properties), and Shellis Square Homeowners Association, Inc.  
REB File Number: 2022-02197  
HUD File Number: 03-22-1151-8
2. Patricia Jaco and Patricia Jaco, Executor of the Estate of Genilla Bauckman v. Monticello Square, LLLP, June Ferguson, and Lelia Hankins  
REB File Number: 2022-02216  
HUD File Number: 03-22-3138-8  
*Appointment- Kelly Bundy, Attorney for Respondents*

3. Jacqueline Eubanks, Power of Attorney for Shakeal Rose v. James Forehand and Forehand Family LP  
REB File Number: 2023-02317  
HUD File Number: 03-23-3306-8
  4. Ray O. Bridge v. The Carpet Shop of Roanoke Inc., Waldvogel Commercial Properties Inc., Andrew Puckett  
REB File Number: 2024-01820  
HUD File Number: 03-24-4443-8
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## VIII. REAL ESTATE CASES

### DISCIPLINARY CASE FILES

1. Kevin Michael Bender – File Number: 2023-01501 (**Continuance**)  
**(Johnson)**
2. Alexis K. Lans – File Number: 2023-02191  
**(Perry, Hale)**  
*Appointment- Alexis Lans, Respondent*  
*Appointment- Debra and Libbie McGraw, Complainant*
3. Glenn H. Russel – File Number: 2023-02550  
**(Grimsley)**
4. Mitch Lee Shumate – File Number: 2023-02590  
**(Johnson)**
5. James Martin Downs Jr. – File Number: 2023-02915  
**(Johnson)**
6. Ethelbert T. Johnson – File Number: 2024-00238  
**(Johnson)**
7. Elizabeth Jane Yesford – File Number: 2024-00678  
**(Grimsley)**  
*Appointment- Anja Walker, Complainant*

### LICENSING CASE FILES

1. Diondra Denise Gray – File Number: 2024-01553  
**(Grimsley)**  
*Appointment- Diondra Gray*  
*Appointment- Adam Newman*  
*Appointment- Malika Pettigrew*
2. Jung Tae Kim – File Number: 2024-01629  
**(Jackson-Bailey)**

3. Jasmine Jardimiano Martinez – File Number: 2024-01633  
**(Jackson-Bailey)**
4. Tehran Leon Jones – File Number: 2024-01635  
**(Jackson-Bailey)**
5. Shante Lakeisha Cross – File Number: 2024-01637  
**(Jackson-Bailey)**
6. Amanda Nicole Cederman – File Number: 2024-01638  
**(Jackson-Bailey)**
7. Janine Draven – File Number: 2024-01640  
**(Jackson-Bailey)**  
*Appointment – Janine Draven*
8. Stephen Robert Downey, Jr. – File Number: 2024-01641  
**(Jackson-Bailey)**  
*Appointment- Stephen Downey, Jr*
9. Felinet Marie Torres-Bonano – File Number: 2024-01642  
**(Jackson-Bailey)**
10. Samantha Angelina Johnson – File Number: 2024-01643  
**(Jackson-Bailey)**
11. Samuel Joseph Pastore – File Number: 2024-01644  
**(Jackson-Bailey)**
12. Roberto Miguel Rodriguez – File Number: 2024-01646  
**(Grimsley)**
13. Kevin Thomas Maury – File Number: 2024-01677  
**(Jackson-Bailey)**
14. Matthew Ryan Pollino – File Number: 2024-01684  
**(Jackson-Bailey)**  
*Appointment- Matthew Pollino*
15. George Allen Scott II – File Number: 2024-01685  
**(Jackson-Bailey)**
16. Dakota Alan Carrington – File Number: 2024-01686  
**(Jackson-Bailey)**
17. Matthew A. Hauyon – File Number: 2024-01688  
**(Jackson-Bailey)**

18. Steven Matthew Arias – File Number: 2024-01689  
**(Jackson-Bailey)**
19. Ismael Thurston Halidou – File Number: 2024-01690  
**(Jackson-Bailey)**
20. Michael Robert Foster – File Number: 2024-01691  
**(Jackson-Bailey)**
21. Brandon J. Black – File Number: 2024-01695  
**(Jackson-Bailey)**
22. Jamar Levell Johnson – File Number: 2024-01697  
**(Jackson-Bailey)**
23. Jabriel Ibn Muhammad Halsey – File Number: 2024-01698  
**(Jackson-Bailey)**
24. Christa Marie Adkins – File Number: 2024-01700  
**(Jackson-Bailey)**
25. Melissa L. Hill – File Number: 2024-01702  
**(Jackson-Bailey)**
26. Jamie L. Walsh – File Number: 2024-01703  
**(Jackson-Bailey)**

#### **CONSENT ORDERS**

1. Lynne Marie Lowe – File Number: 2023-03166
  2. Suzanne Marie Sanders – File Number: 2024-00092
  3. Kenneth Paul Stulik – File Number: 2024-00244
  4. Susan Holcombe Emerson – File Number: 2024-00325
  5. Avery Grace Andrews – File Number: 2024-00428
  6. Rene Twila Anderson – File Number: 2024-00469  
**(Thronson)**
  7. Miguel Saba II – File Number: 2024-00618
  8. Lesley Michele Salman – File Number: 2024-00636
  9. Signature Property Management, LLC – File Number: 2024-00926  
**(Talbert – On behalf of the CIC Board)**
  10. Jordy Juan Carlos Herrera – File Number: 2024-01158
  11. Chandal Bernice Jackson – File Number: 2024-01305
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**IX. EDUCATION**

A. July 17, 2024, Education Committee Report

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**X. NEW BUSINESS**

- A. Executive Director's Update
  - B. Regulatory Update
    - 1. Real Estate Fee Adjustment
  - C. Receivership Disbursement Discussion
  - D. Election of Officers
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**XI. OTHER BUSINESS**

- A. Exam Statistics
  - B. Board Statistics
  - C. Board Financial Statement
  - D. Board Recovery Fund
  - E. Board Member Training Conference October 10-11, 2024
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**XII. COMPLETION OF PAPERWORK**

- A. Travel Voucher
  - B. Conflict of Interest Form
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**XIII. ADJOURN**

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**NEXT MEETING SCHEDULED FOR THURSDAY, SEPTEMBER 5, 2024**

Persons desiring to participate in the meeting and requiring special accommodations or interpretative services should contact the Department at (804) 367-0362 at least ten days prior to the meeting so that suitable arrangements can be made for an appropriate accommodation. The Department fully complies with the Americans with Disabilities Act.

\* Agenda materials made available to the public do not include disciplinary case files or application files pursuant to §54.1-108 of the *Code of Virginia*.

\*\*5-minute public comment, per person, on those items not included on the agenda with the exception of any open disciplinary files. No other public comment will be accepted by the Board during the meeting.

DRAFT AGENDA  
Materials contained in this agenda are proposed topics for discussion  
And are not to be committed as regulation or official board position  
DRAFT AGENDA

**PERIMETER CENTER CONFERENCE CENTER**  
**EMERGENCY EVACUATION OF BOARD AND TRAINING ROOMS**  
(Script to be read at the beginning of each meeting.)

**PLEASE LISTEN TO THE FOLLOWING INSTRUCTIONS ABOUT EXITING THE PREMISES IN THE EVENT OF AN EMERGENCY.**

In the event of a fire or other emergency requiring the evacuation of the building, alarms will sound. When the alarms sound, leave the room immediately. Follow any instructions given by Security staff

**Board Room 1**

Exit the room using one of the doors at the back of the room. Upon exiting the room, turn **RIGHT**. Follow the corridor to the emergency exit at the end of the hall.

Upon exiting the building, proceed straight ahead through the parking lot to the fence at the end of the lot. Wait there for further instructions.

**Board Room 2**

Exit the room using one of the doors at the back of the room. (Point) Upon exiting the room, turn **RIGHT**. Follow the corridor to the emergency exit at the end of the hall.

Upon exiting the building, proceed straight ahead through the parking lot to the fence at the end of the lot. Wait there for further instructions.

You may also exit the room using the side door, turn **Right** out the door and make an immediate **Left**. Follow the corridor to the emergency exit at the end of the hall.

Upon exiting the building, proceed straight ahead through the parking lot to the fence at the end of the lot. Wait there for further instructions.

**Board Rooms 3 and 4**

Exit the room using one of the doors at the back of the room. Upon exiting the room, turn **RIGHT**. Follow the corridor to the emergency exit at the end of the hall.

Upon exiting the building, proceed straight ahead through the parking lot to the fence at the end of the lot. Wait there for further instructions.

**Training Room 1**

Exit the room using one of the doors at the back of the room. Upon exiting the room, turn **LEFT**. Follow the corridor to the emergency exit at the end of the hall.

Upon exiting the building, proceed straight ahead through the parking lot to the fence at the end of the lot. Wait there for further instructions.

**Training Room 2**

Exit the room using one of the doors at the back of the room. Upon exiting the doors, turn **LEFT**. Follow the corridor to the emergency exit at the end of the hall.

Upon exiting the building, proceed straight ahead through the parking lot to the fence at the end of the lot. Wait there for further instructions.

## **DETERMINATION OF QUORUM:**

- The Real Estate Board, consist of nine members, adheres to the requirement that a quorum, defined as the minimum number of members necessary to conduct official business, is constituted by five board members in accordance with [§ 54.1-2104](#).

DRAFT AGENDA  
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DRAFT AGENDA

# **APPROVAL OF DRAFT AGENDA**

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# **APPROVAL OF MINUTES**

DRAFT AGENDA  
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DRAFT AGENDA

REAL ESTATE BOARD  
MINUTES OF MEETING

May 16, 2024

The Real Estate Board met at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia.

The following Board members were present:

Joseph 'Kemper' Funkhouser, III, Chair  
Margaret "Maggie" Davis, Vice-Chair  
Kermit 'Kit' Hale  
Catina Jones (departed at 1:38 PM)  
Cavelle Mollineaux  
Nancy 'Nan' Piland  
Doug Roth  
Anna Thronson (departed at 1:38 PM)

Board members absent from the meeting:

David Perry

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

Kishore S. Thota, DPOR Director  
Brian Wolford, Chief Deputy Director  
Tom Payne, CID Deputy Director  
Stephen Kirschner, LRPD Deputy Director  
Anika Coleman, Executive Director  
Breanne Lindsey, Regulatory Operations Administrator  
Liz Hayes, Fair Housing Administrator  
Donnitria Mosby, Fair Housing Investigator  
Greg Emerson, Director of Examinations  
Gezelle Glasgow, Administrative Coordinator  
Joseph Haughwout, Regulatory Affairs Manager

Josh Laws and Todd Shockley from the Office of the Attorney General were present.

Mr. Funkhouser called the meeting to Order at 10:07 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 informed the Board that **File Number: 2024-01677** and **File Number: 2023-01501** will be heard at the July meeting. Ms. Davis moved to approve the amended agenda. Ms. Jones seconded the motion which was unanimously approved by members: Funkhouser, Davis, Hale, Jones, Piland, Mollineaux, Roth and Thronson.

**Approval of Agenda**

Ms. Davis moved to approve the minutes from the March 21, 2024, Real Estate Board, the March 21, 2024, Real Estate Board Regulatory Review Committee meeting, the March 21, 2024, Real Estate Fair Housing Sub-Committee meeting, the April 15, 2024, Real Estate Board Regulatory Review Committee meeting, and the amended changes to the January 18, 2024, Real Estate Board Approved meeting minutes. Mr. Hale seconded the motion which was unanimously approved by members: Funkhouser, Davis, Hale, Jones, Piland, Mollineaux, Roth and Thronson.

**Approval of Minutes  
as a block**

Mr. Funkhouser presented the following resolutions to the former Real Estate Board staff:

**Resolutions**

**Department of Professional and Occupational Regulation  
Real Estate Board  
Resolution To  
Christine Martine**

**WHEREAS**, Christine Martine, has faithfully and diligently served the Real Estate Board, and the Department of Professional and Occupational Regulation from 2001 to 2023;

**WHEREAS**, Christine Martine, has devoted generously of her time, talent and leadership to the Board; and

**WHEREAS**, Christine Martine, has endeavored at all times to render decisions with fairness, good judgment, and in the best interest of the citizens of the Commonwealth and these professions; 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 sixteenth day of May 2024 that Christine Martine be given all honors and respect due her for her outstanding service to the Commonwealth and its citizens and the Real Estate Board; and

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

**Department of Professional and Occupational Regulation  
Real Estate Board  
Resolution To  
Emily Trent**

**WHEREAS**, Emily Trent, has faithfully and diligently served the Real Estate Board, and the Department of Professional and Occupational Regulation from 2007 to 2023;

**WHEREAS**, Emily Trent, has devoted generously of her time, talent and leadership to the Board; and

**WHEREAS**, Emily Trent, has endeavored at all times to render decisions with fairness, good judgment, and in the best interest of the citizens of the Commonwealth and these professions; 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 sixteenth day of May 2024 that Emily Trent be given all honors and respect due her for her outstanding service to the Commonwealth and its citizens and the Real Estate Board; and

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

There was no public comment.

**Public Comment**

Liz Hayes, Fair Housing Administrator, updated the Board on the current Fair Housing case load. No action was taken by the Board.

**Fair Housing Report**

**FAIR HOUSING  
CASES**

In the matter of **ERIC MASON AND KIMBERLY BROWN-MASON V. MONICA M. COOK, CHRISTINA SELF AND LONG & FOSTER REAL ESTATE, INC. REB FILE NUMBER: 2023-02862**, the Board reviewed the record which consisted of the Final Investigative Report and Case Analysis. Jennifer McGovern, attorney for Respondent, was present and addressed the Board.

**ERIC MASON AND  
KIMBERLY  
BROWN-MASON V.  
MONICA M. COOK,  
CHRISTINA SELF  
AND LONG &  
FOSTER REAL  
ESTATE, INC.  
REB FILE  
NUMBER: 2023-  
02862  
HUD FILE  
NUMBER: 03-23-  
3488-8**

Ms. Davis moved to find no reasonable cause to believe the respondents discriminated against the complainants by refusing to sell based on the complainants' race. Ms. Piland seconded the motion which was unanimously approved by members: Funkhouser, Davis, Hale, Jones, Piland, Mollineaux, Roth and Thronson.

In the matter of **VANETTA HARRIS V. HURST APARTMENTS LLC., ROCKTOWN REALTY LLC., and CASANDRA SHAW REB FILE NUMBER: 2022-00840**, the Board reviewed the record which consisted of the Final Investigative Report and Case Analysis. Bradley D. McGraw, attorney for Respondent, was present and addressed the Board.

**VANETTA HARRIS  
V. HURST  
APARTMENTS  
LLC., ROCKTOWN  
REALTY  
LLC., and  
CASANDRA SHAW  
REB FILE  
NUMBER: 2022-  
00840  
HUD FILE  
NUMBER: 03-22-  
9738-8**

Ms. Davis moved to find no reasonable cause to believe the respondents refused to make a reasonable accommodation, discriminated in terms and conditions, or engaged in harassment, intimidation, or coercion because the complainant engaged in a protected activity or because of her disability. Ms. Piland seconded the motion which was unanimously approved by members: Funkhouser, Davis, Hale, Jones, Piland, Mollineaux, Roth and Thronson.

In the matter of **SARAH BARISH V. WILLIAM E. HALLORAN D/B/A BILL HALLORAN, ACQUIRE REAL ESTATE LLC, BRENT A. PENNY, AND SONJIA PENNY REB FILE NUMBER: 2021-01887**, a motion was made by Ms. Davis to approve the conciliation agreement as agreed to by the parties. Ms. Piland seconded the motion which was unanimously approved by members: Funkhouser, Davis, Hale, Jones, Piland, Mollineaux, Roth and Thronson.

**SARAH BARISH V.  
WILLIAM E.  
HALLORAN D/B/A  
BILL HALLORAN,  
ACQUIRE  
REAL ESTATE  
LLC, BRENT A.  
PENNY, AND  
SONJIA PENNY  
REB FILE  
NUMBER: 2021-  
01887  
HUD FILE  
NUMBER: 03-21-  
8025**

Mr. Shockley gave the Board a litigation update.

**Litigation Update**

At 10:28 A.M., Ms. Davis 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 and briefings by staff members pertaining to actual or probable litigation as permitted by §2.2-3711.A.7 of the *Code of Virginia*.

**CLOSED SESSION**

The following non-members will be in attendance to reasonably aid the consideration of the topic:

Josh Laws  
Todd Shockley  
Kishore Thota  
Brian Wolford  
Stephen Kirschner  
Anika Coleman  
Lizbeth Hayes

Tom Sanford  
Erin McNeill

Ms. Piland seconded the motion which was unanimously approved by members: Funkhouser, Davis, Hale, Jones, Piland, Mollineaux, Roth and Thronson

This motion is made with respect to the matter(s) identified as agenda item(s):  
***Hadassah H. Carter v. Virginia Real Estate Board.***  
***Case No. CL19-4150***

At 10:35 A.M., the Board members agreed by consensus to adjourn the closed meeting and reconvene in an open meeting. **Certification of Closed 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 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 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: 8-0

AYES: Funkhouser, Davis, Hale, Jones, Piland, Mollineaux, Roth and Thronson.

NAYS: None.

ABSENT DURING THE VOTE: None.

ABSENT DURING THE MEETING: David Perry

Upon reconvening in an open session, a motion was made by Ms. Davis to accept the terms of the agreement discussed during closed session in the matter of ***Hadassah H. Carter v. Virginia Real Estate Board. Case No. CL19-4150.*** Mr. Mollineaux, seconded the motion which was unanimously approved by members: Funkhouser, Davis, Hale, Jones, Piland, Mollineaux, Roth and Thronson.

**Reconvene in Open Session**

**REAL ESTATE CASES**

Ms. Piland recused herself for the following case files:

**File Number 2023-01236, Alia Khan-Ali (Claimant) v. Resurrection Necole Graves Smith (Regulant)** and **File Number 2023-02876, Cynthia Diane Ward.**

**Recusal of Board Member**

**In the matter of Recovery Fund File Number 2023-01236, Alia Khan-Ali (Claimant) v. Resurrection Necole Graves Smith (Regulant),** the Board adopts the Claim Review, which contains the facts regarding the recovery fund claim in this matter, and adopts the Summary. The Claim Review and Summary are incorporated as part of this Order.

**Recovery Fund Case File**

Resurrection Graves Smith addressed the Board by telephone.

Chris Chipman, Attorney for the Claimant addressed the Board by telephone.

Ms. Davis moved to accept the recommendation to deny the claim. Ms. Jones seconded the motion which was unanimously approved by members: Funkhouser, Davis, Hale, Jones, Mollineaux, Roth and Thronson.

Disciplinary Case  
Files

In the matter of **File Number 2023-02876 – Cynthia Diane Ward**, the Board reviewed the record which consisted of the investigative file, transcripts, exhibits, and the Summary of the Informal Fact-Finding Conference. Mariscal appeared at the Board meeting by telephone. Ward did not appear at the Board meeting in person, by counsel, or by any other qualified representative.

File Number 2023-  
02876 – Cynthia  
Diane Ward

Ms. Davis moved to find violations of § 54.1-2137.B of the *Code of Virginia* (Count 1). Mr. Hale seconded the motion which was unanimously approved by members: Funkhouser, Davis, Hale, Jones, Mollineaux, Roth and Thronson.

**Priors**

On May 18, 2023, Cynthia Diane Ward was found in violation of § 54.1-2135.A.2 of the *Code of Virginia*. Consent Order 2022-02444 resulted in a fine of \$700.00 including Board costs of \$150.00 and completion on 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 the Consent Order. Ward's license is currently suspended for non-compliance.

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

For violation of Count 1, Ward shall pay a monetary penalty of \$500.00.

In addition, for the violation of Count 1, the Board voted to place Ward on probation for a period of six (6) months and require her to complete six (6) 2 classroom hours of Board-approved post-license education in Contract Writing. Further, Ward shall provide evidence acceptable to the Board that Ward 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. Hale seconded the motion which was approved by members: Funkhouser, Davis, Hale, Jones, Mollineaux, Roth and Thronson.

Ms. Piland returned to the meeting.

Return of Board  
Member

In the matter of **File Number 2023-02858 – David Douglas Luckenbaugh**, the Board reviewed the record which consisted of the investigative file, transcripts, exhibits, and the Summary of the Informal Fact-Finding Conference. David Douglas Luckenbaugh and by counse.

File Number 2023-  
02858 – David  
Douglas  
Luckenbaugh

Ms. Piland moved to find no violation of § 54.1-2135.A.1 of the *Code of Virginia* (Count 1). Ms. Jones seconded the motion which was approved by members: Funkhouser, Piland, Hale, Jones, and Mollineaux. Members opposed were Davis, Thronson, and Roth.

Ms. Davis moved to find no violation of 18 VAC 135-20-185.B. of the Real Estate Board Regulation (Count 2). Ms. Piland seconded the motion which was unanimously approved by members: Funkhouser, Davis, Hale, Jones, Piland, Mollineaux, Roth and Thronson.

Mr. Mollineaux moved to find no violation of § 54.1-2135.A.1 of the *Code of Virginia* (Count 3, violation one). Mr. Hale seconded the motion which was approved by members: Funkhouser, Piland, Hale, Jones, and Mollineaux. Members opposed were Davis, Thronson, and Roth.

Mr. Mollineaux moved to find no violation of § 54.1-2135.A.1 of the *Code of Virginia* (Count 3, violation two). Ms. Davis seconded the motion which was approved by members: Funkhouser, Piland, Hale, Jones, and Mollineaux. Members opposed were Davis, Thronson, and Roth.

Mr. Mollineaux and Mr. Funkhouser recused themselves for the following case files:  
**File Number 2023-00731, Edward Lamar Gerardo-Ferrer dba Eddie Gerardo-Ferrer.**

**Recusal of Board  
Members and  
Transfer of Chair**

The position of Chair transferred to Ms. Davis.

In the matter of **File Number 2023-00731, Edward Lamar Gerardo-Ferrer dba Eddie Gerardo-Ferrer**, the Board reviewed the record which consisted of the investigative file, transcripts, exhibits, and the Summary of the Informal Fact-Finding Conference. Gerardo-Ferrer appeared at the Board meeting in person and by counsel.

**File Number 2023-  
00731, Edward  
Lamar Gerardo-  
Ferrer dba Eddie  
Gerardo-Ferrer.**

Ms. Piland moved to find a violation of **18 VAC 135-20-260.6** (Count 1). Mr. Hale seconded the motion which was approved by members: Davis, Hale, Jones, Piland, Roth and Thronson.

Mr. Hale moved to find a violation of **18 VAC 135-20-260.7** (Count 2). Ms. Jones seconded the motion which was approved by members: Davis, Hale, Jones, Piland, Roth and Thronson.

### **Priors**

On June 13, 2018, Edward Lamar Gerardo-Ferrer was found in violation of **18 VAC 135-20-260.6** and **18 VAC 135-20-260.7** of the Real Estate Board Regulations. Consent Order 2018-01658 resulted in a fine of \$1,000.00 including Board costs of \$150.00 and a two-year probationary period with quarterly reporting.

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

For violation of Count 1, no monetary penalty. For violation of Count 2, Gerardo-Ferrer shall pay a monetary penalty of \$750.00.

In addition, for the violation of Count 1, the Board voted to place Gerardo-Ferrer on probation for a period of two (2) years subject to the following terms:

- During the probationary period, Gerardo-Ferrer and his broker will provide quarterly reports to the Board that he is in compliance with the Board's rules and regulations;
- Gerardo-Ferrer shall be required to complete three (3) classroom hours of Board-approved post-license education in Ethics and Standards of Conduct;
- Gerardo-Ferrer shall provide evidence acceptable to the Board that Gerardo-Ferrer has completed the course(s) within six (6) 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; and
- If at any time during the probationary period the Board finds that Gerardo-Ferrer has violated the Board's regulations regarding criminal convictions post-licensure, then the Board shall revoke Gerardo-Ferrer's license.

In addition, for the violation of Count 2, the Board voted to place Gerardo-Ferrer on probation for a period of six (6) months and require him to complete six (6) classroom hours of Board-approved post-license education in Real Estate Law and Regulations. Further, Gerardo-Ferrer shall provide evidence acceptable to the Board that Gerardo-Ferrer has successfully completed the course(s) within six (6) 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 approved by members: Davis, Hale, Jones, Piland, Roth and Thronson.

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

**Return of Board  
Members and  
Transfer of Chair**

**LICENSING CASE  
FILES**

Ms. Jones recused herself for the following case files: **File Number 2024-00983 – Jodi Danielle Robinson.**

In the matter of **File Number 2024-00983 – Jodi Danielle Robinson**, 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. Robinson and counsel were present and addressed the Board.

**File Number 2024-00983 – Jodi Danielle Robinson**

Ms. Piland moved to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference (IFF) and Robinson's application for an inactive Real Estate salesperson's license be approved contingent upon two years of probation with quarterly reporting to begin upon activation of her license and obtaining a broker.

Ms. Thronson seconded the motion which was approved by members: Funkhouser, Hale, Mollineaux, Piland, Roth and Thronson. Members opposed: Davis.

Ms. Jones abstained from the vote.

In the matter of **File Number 2024-01055 – Aron Lee Weisgerber**, 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. Weisgerber and counsel were present and addressed the Board.

**File Number 2024-01055 – Aron Lee Weisgerber**

Ms. Piland moved to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference (IFF) and Weisgerber's application for a Real Estate Broker license be approved.

Ms. Davis seconded the motion which was unanimously approved by members: Funkhouser, Davis, Hale, Jones, Piland, Mollineaux, Roth and Thronson.

In the matter of **File Number 2023-03085 – Tre-Mon Lemario Payne**, 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. Payne was present and addressed the Board.

**File Number 2023-03085 – Tre-Mon Lemario Payne**

Mr. Mollineaux moved to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference (IFF) and Payne's application for a Real Estate Salesperson's license be approved contingent upon Payne application for a Real Estate Salesperson's license contingent upon two years of probation with quarterly reporting by Payne and his Supervising Broker.

Ms. Davis seconded the motion which was unanimously approved by members: Funkhouser, Davis, Hale, Jones, Piland, Mollineaux, Roth and Thronson.

In the matter of **File Number 2024-00865 – Suk Bin Im**, 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. Im did not appear at the Board meeting in person, by counsel, or by any other qualified representative.

**File Number 2024-00865 – Suk Bin Im**

Mr. Mollineaux moved to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference (IFF) and Im's application for a Real Estate Salesperson license be approved.

Mr. Roth seconded the motion which was unanimously approved by members: Funkhouser, Davis, Hale, Jones, Piland, Mollineaux, Roth and Thronson.

In the matter of **File Number 2024-01352 – Jordan Dean Lynch**, 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. Lynch was present and addressed the Board.

**File Number 2024-01352 – Jordan Dean Lynch**



Ms. Davis moved to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference (IFF) and Lynch's application for an inactive Real Estate Salesperson license be approved contingent upon two years of probation with quarterly reporting to begin upon activation of his license and obtaining a broker.

Ms. Piland seconded the motion which was unanimously approved by members: Funkhouser, Davis, Hale, Jones, Piland, Mollineaux, Roth and Thronson.

In the matter of **File Number 2024-01381 – Alex Matthew Williams**, 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. Williams did not appear at the Board meeting in person, by counsel, or by any other qualified representative.

**File Number 2024-01381 – Alex Matthew Williams**

Ms. Davis moved to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference (IFF) and Williams's application for an inactive Real Estate Salesperson license be approved.

Ms. Piland seconded the motion which was unanimously approved by members: Funkhouser, Davis, Hale, Jones, Piland, Mollineaux, Roth and Thronson.

In the matter of **File Number 2024-01383 – Jamal Saeed Hawkins**, 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. Hawkins was present and addressed the Board.

**File Number 2024-01383 – Jamal Saeed Hawkins**

Ms. Piland moved to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference (IFF) and Hawkins's application for an inactive Real Estate Salesperson license be approved.

Ms. Davis seconded the motion which was unanimously approved by members: Funkhouser, Davis, Hale, Jones, Piland, Mollineaux, Roth and Thronson.

In the matter of **File Number 2024-01384 – Adrian Blunt**, 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. Blunt was present and addressed the Board.

**File Number 2024-01384 – Adrian Blunt**

Ms. Davis moved to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference (IFF) and Blunt's application for a Real Estate Salesperson by Examination license be approved contingent upon two years of probation with quarterly reporting by Blunt and his supervising broker.

Ms. Thronson seconded the motion which was unanimously approved by members: Funkhouser, Davis, Hale, Jones, Piland, Mollineaux, Roth and Thronson.

In the matter of **File Number 2024-01645 – Allana Therese Drexler**, 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. Drexler was present and addressed the Board.

**File Number 2024-01645 – Allana Therese Drexler**

Ms. Davis moved to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference (IFF) and Drexler's application for a Real Estate Salesperson license be approved.

Mr. Roth seconded the motion which was unanimously approved by members: Funkhouser, Davis, Hale, Jones, Piland, Mollineaux, Roth and Thronson.

In the matter of **File Number 2024-01682 -- Kaley Martin**, 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. Strader did not appear at the Board meeting in person, by counsel, or by any other qualified representative.

**File Number 2024-01682 -- Kaley Martin**

Ms. Jones moved to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference (IFF) that Martin's application for a Real Estate Salesperson be approved.

Ms. Davis seconded the motion which was unanimously approved by members: Funkhouser, Davis, Hale, Jones, Piland, Mollineaux, Roth and Thronson.

A motion was made by Ms. Davis to take Consent Orders as a block vote.

**CONSENT ORDERS**

Ms. Thronson seconded the motion which was unanimously approved by members: Funkhouser, Davis, Hale, Jones, Piland, Mollineaux, Roth and Thronson.

In the matter of **File Number 2023-02943 – Young-aw Lee Bauer, t/a Vikki Lee Bauer**, the Board reviewed the Consent Order as seen and agreed to by Bauer. Bauer did not appear at the Board meeting in person, by counsel, or by any other qualified representative.

**File Number 2023-02943 – Young-aw Lee Bauer, t/a Vikki Lee Bauer**

Ms. Davis moved to accept the proposed Consent Order offer wherein Bauer admits to a violation of **18 VAC 135-20-260.12** (Count 1) of the Board's Regulations, and agrees to a monetary penalty of \$1,450.00 for the violation contained in Count 1 and \$150.00 for Board costs for a total of \$1,600.00.

In addition, Bauer 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.

Ms. Thronson seconded the motion which was unanimously approved by members: Funkhouser, Davis, Hale, Jones, Piland, Mollineaux, Roth and Thronson.

In the matter of **File Number 2024-00230 – Ando I. Suvari, Jr. t/a AJ Suvari**, the Board reviewed the Consent Order as seen and agreed to by Suvari. Suvari did not appear at the Board meeting in person, by counsel, or by any other qualified representative.

**File Number 2024-00230 – Ando I. Suvari, Jr. t/a AJ Suvari**

Ms. Davis moved to accept the proposed Consent Order offer wherein Suvari admits to a violation **18 VAC 135-20-260.11.g** (Count 1) of the Board's Regulations, and agrees to a monetary penalty of \$500.00 for the violation contained in Count 1 and \$150.00 for Board costs for a total of \$650.00.

In addition, Suvari 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 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.

Ms. Thronson seconded the motion which was unanimously approved by members: Funkhouser, Davis, Hale, Jones, Piland, Mollineaux, Roth and Thronson.

In the matter of **File Number 2024-00305 – Zachary Mark Fauver, t/a Zach Fauver**, the Board reviewed the Consent Order as seen and agreed to by Fauver. Fauver did not appear at the Board meeting in person, by counsel, or by any other qualified representative.

**File Number 2024-00305 – Zachary Mark Fauver, t/a Zach Fauver**

Ms. Davis moved to accept the proposed Consent Order offer wherein Fauver admits to violations of **18 VAC 135-20-300.2** (Count 1) of the Board's Regulations, **§ 54.1-2138.2** of the *Code of Virginia* (Count 2), **§ 54.1-2131.A.2.d** of the *Code of Virginia* (Count 3) and agrees to a monetary penalty of \$750.00 for the violation contained in Count 1; a monetary penalty of \$1,500.00 for the violation contained in Count 2; a monetary penalty of \$1,000.00 for the violation contained in Count 3; a monetary penalty of \$1,200.00 for the violation contained in Count 4; and \$150.00 for Board costs for a total of \$3,400.00.

In addition, for violation of Count 2, Fauver 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. Hale seconded the motion which was unanimously approved by members: Funkhouser, Davis, Hale, Jones, Piland, Mollineaux, Roth and Thronson.

In the matter of **File Number 2024-00385 – Jeany Garrido** the Board reviewed the Consent Order as seen and agreed to by Garrido. Garrido did not appear at the Board meeting in person, by counsel, or by any other qualified representative.

**File Number 2024-00385 – Jeany Garrido**

Ms. Davis moved to accept the proposed Consent Order offer wherein Garrido admits to violations of **§54.1-2139.A** of the *Code of Virginia* (Count 1) and a violation of **§54.1-2139.B** of the *Code of Virginia* (Count 2), and agrees to a monetary penalty of \$750.00 for the violation contained in Count 1, a monetary penalty of \$500.00 for the violation contained in Count 2, and \$150.00 for Board costs for a total of \$1,400.00.

In addition, Garrido 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.

- Three (3) hours pertaining to Agency Law; 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.

Ms. Thronson seconded the motion which was unanimously approved by members: Funkhouser, Davis, Hale, Jones, Piland, Mollineaux, Roth and Thronson.

In the matter of **File Number 2024-00505 – Ellen Korkor Smith-Johnson, t/a Ellen K. Johnson** the Board reviewed the Consent Order as seen and agreed to by Smith-Johnson. Smith-Johnson did not appear at the Board meeting in person, by counsel, or by any other qualified representative.

**File Number 2024-00505 – Ellen Korkor Smith-Johnson, t/a Ellen K. Johnson**

Ms. Davis moved to accept the proposed Consent Order offer wherein Smith-Johnson admits to a violation of **§54.1-2138.2** of the *Code of Virginia* (Count 1) of the Board's Regulations, and agrees to a monetary penalty of \$600.00 for the violation contained in Count 1 and \$150.00 for Board costs for a total of \$750.00.

In addition, for violation of Count 1, Smith-Johnson 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.

Ms. Thronson seconded the motion which was unanimously approved by members: Funkhouser, Davis, Hale, Jones, Piland, Mollineaux, Roth and Thronson.

In the matter of **File Number 2024-00589 – Jason Barnes Zepernick**, the Board reviewed the Consent Order as seen and agreed to by Zepernick. Zepernick did not appear at the Board meeting in person, by counsel, or by any other qualified representative.

**File Number 2024-00589 – Jason Barnes Zepernick**

Ms. Davis moved to accept the proposed Consent Order offer wherein Zepernick admits to a violation of **§ 54.1-2106.1.A** of the *Code of Virginia* (Count 1) and agrees to a monetary penalty of \$500.00 for the violation contained in Count 1; and \$150.00 for Board costs for a total of \$650.00.

In addition, Jason Barnes Zepernick agrees to revocation of his license.

Further, the Board shall waive imposition of the \$500.00 monetary penalty.

Jason Barnes Zepernick 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.

Ms. Thronson seconded the motion which was unanimously approved by members: Funkhouser, Davis, Hale, Jones, Piland, Mollineaux, Roth and Thronson.

In the matter of **File Number 2024-01206– Brenda Nunn Feria**, the Board reviewed the Consent Order as seen and agreed to by Feria. Feria did not appear at the Board meeting in person, by counsel, or by any other qualified representative. **File Number 2024-01206– Brenda Nunn Feria**

Ms. Davis moved to accept the proposed Consent Order offer wherein Feria admits to a violation of **18 VAC 135-20-260.11.g** (Count 1) of the Board’s Regulations, and agrees to a monetary penalty of \$500.00 for the violation contained in Count 1 and \$150.00 for Board costs for a total of \$650.00.

It is acknowledged that Feria notified the Board of this violation within 30 days of its occurrence.

In addition, Feria 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 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.

Ms. Thronson seconded the motion which was unanimously approved by members: Funkhouser, Davis, Hale, Jones, Piland, Mollineaux, Roth and Thronson.

In the matter of **File Number 2024-01210 – Kil Cha Lee, t/a Kim Lee**, the Board reviewed the Consent Order as seen and agreed to by Lee. Lee did not appear at the Board meeting in person, by counsel, or by any other qualified representative. **File Number 2024-01210 – Kil Cha Lee, t/a Kim Lee**

Ms. Davis moved to accept the proposed Consent Order offer wherein Lee admits to a violation of **18 VAC 135-20-290.1** (Count 1) of the Board’s Regulations and **§ 54.1-2137.A** of the *Code of Virginia* (Count 2), and agrees to a monetary penalty of \$850.00 for the violation contained in Count 1; a monetary penalty of \$400.00 for the violation contained in Count 2; and \$150.00 for Board costs for a total of \$1,400.00.

In addition, Lee 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.

Ms. Thronson seconded the motion which was unanimously approved by members: Funkhouser, Davis, Hale, Jones, Piland, Mollineaux, Roth and Thronson.

The Board took a recess from 12:25 PM to 12:38 PM.

**Recess**

**NEW BUSINESS**

Ms. Lindsey and Mr. Haughwout provided the Board with the legislative update.

**Legislative Update**

HB 383 and SB 330 Amendment – Continuing Education  
HB 917 and SB 358 – Real Estate Broker Definition  
HB1237 and SB 437 – Place of Business  
SB 554 – ULR

**HB 383 & SB 330**

**HB 917 & SB 358**

**HB1237 & SB 437**

Ms. Davis moved to approve the exempt regulatory changes. Ms. Jones seconded the motion which was unanimously approved by members: Funkhouser, Davis, Hale, Jones, Piland, Mollineaux, Roth and Thronson.

**SB 554**

The exempt action is relative to the legislative changes effective July 1, 2024.

Ms. Coleman informed the Board that Board staff encountered a scenario where a principal broker was incarcerated, causing a disruption to the firm's real estate operations. After internal discussions and advice of counsel, it was determined that an incarcerated broker would fall under the provisions of § 54.1-2109. Additionally, the statute requires Board approval to replace the incarcerated broker. To ensure timely decision-making, Ms. Coleman requested the Board's approval for the Executive Director to approve the replacement of the broker.

**Incarceration of a Broker**

Mr. Hale moved to grant the authority to the Executive Director to approve the replacement of the broker due to death or disability. Ms. Jones seconded the motion which was unanimously approved by members: Funkhouser, Davis, Hale, Jones, Piland, Mollineaux, Roth and Thronson.

Ms. Coleman informed the Board that Board staff have received an influx of inquiries pertaining to expediting broker applications. Currently, the expedited application process only applies to military service members and or their spouses. The Board's input is requested to determine if this provision should be extended to any applicant. The Board noted that the business must be in jeopardy to consider expediting the Broker application.

**Expedited Broker Form for anyone outside of military service/military spouse**

Ms. Coleman informed the Board that Board staff recently conducted a thorough review of its Application Review Matrix, which serves as a guideline for staff when evaluating initial broker or salesperson applications concerning criminal or disciplinary actions. Staff have proposed updates to the matrix, which require review and approval by the Board. A selection of the proposed changes was presented for the Board's consideration. Upon approval, the edits will be incorporated into the Guidance Document.

**Criminal History Matrix Edits**

Ms. Piland moved to approve the edits to the Application Review Matrix with corrections made by staff. Ms. Jones seconded the motion which was unanimously approved by members: Funkhouser, Davis, Hale, Jones, Piland, Mollineaux, Roth and Thronson.

Ms. Coleman informed the Board that on April 16, 2024, the final stage of the fee adjustment process was withdrawn following an extensive internal financial analysis. This analysis revealed a critical error in our expenditure tracking system, as well as new information that significantly impacts the proposed fee amounts. In light of these findings, Board staff conducted a comprehensive reassessment and presented revised fee amounts for the Board's consideration. The new proposed fees accurately reflect program expenses and ensure the financial solvency of the Board without necessitating frequent fee adjustments.

**Proposed Financials and Fees**

Ms. Coleman kindly requested the Board to review the revenue comparison provided and make a motion to approve the new fee amounts.

Ms. Davis moved to approve the proposed fee increase to restart the final stage of the regulatory process.

Ms. Piland provided a report from the May 15, 2024, Real Estate Education Committee meeting. The Board in consensus adopted the May 15, 2024, Real Estate Education Committee Meeting report.

**EDUCATION**

**OTHER BOARD BUSINESS**

Mr. Greg Emerson, Director of Examinations, provided the Board a statistics report for passed exams and an update on remote examination with PSI to begin in June.

**Exam Statistics**

The Board requested that Mr. Emerson provide to the Board at the next meeting trends reflecting where Virginia ranks nationally for applicants passing the national and state portion of the exam.

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

**Board Member  
Training Conference**

There being no further business, the Board adjourned at 1:54 PM.

**Adjourn**

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Joseph 'Kemper' Funkhouser, III, Chair

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Kishore S. Thota, Secretary

DRAFT AGENDA  
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DRAFT AGENDA

# REAL ESTATE BOARD FAIR HOUSING SUB-COMMITTEE MEETING MINUTES

**May 16, 2024**

On Thursday, May 16, 2024 at 9:50 a.m., the Real Estate Board Fair Housing sub-committee met at the Department of Professional and Occupational Regulation. Board members Margaret “Maggie” Davis and Ana Thronson attended on behalf of the Real Estate Board. Lizbeth Hayes and Donnitria Mosby attended on behalf of the Fair Housing Office.

The meeting was called to order at approximately 9:50 a.m. by Margaret “Maggie” Davis. Staff advised board members of the number of cases currently under investigation and in intake. The board members had no questions regarding the cases on the agenda.

Ms. Davis adjourned the meeting at approximately 9:55 a.m.

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Joseph “Kemper” Funkhouser, Chair

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Kishore Thota, Secretary

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**Real Estate Board  
Regularity Review Committee Meeting**

**Meeting of Minutes**

The Real Estate Board Regulatory Review Committee met on Thursday, June 14, 2024, at the Department of Professional and Occupational Regulation 9960 Mayland Drive, Training Room 1, Richmond Virginia 23233.

The following Committee members were present:

Lynn Grimsley  
Erin Kormann  
Nancy Piland

The following Committee members were not present:

Maggie Davis, Vice-Chair  
Joseph Kemper Funkhouser II  
Joseph Kemper Funkhouser III, Chair  
Kermit Hale  
Sharon Johnson  
Lem Marshall II  
David Perry

DPOR staff present for all or part of the meeting:

Stephen Kirschner, Licensing and Regulatory Programs Division Deputy Director Deputy Director  
Breanne Lindsey, Regulatory Operations Administrator  
Vanessa DeGraw, Licensing Operations Administrator  
Rachel Harris, Administrative Coordinator

Ms. Grimsley called the meeting to order at 10:46 a.m.

**Call to Order**

Ms. Lindsey advised the Committee of the emergency evacuation procedures.

**Emergency  
Evacuation  
Procedure**

The Committee reviewed sections 18VAC135-20-10 through 18VAC135-20-270 of the Real Estate Board Licensing Regulations.

**Review and  
Discussion of  
Regulations**

The Board recessed from 12.14 p.m.to 12.42 p.m.

**Recess**

The Committee continued the meeting and reviewed sections 18VAC135-20-280 through 18VAC135-20-361 of the Real Estate Board Licensing Regulations. The Committee will begin reviewing section 18VAC135-20-362 of the regulations at the next Regulatory Review Committee meeting.

**Continued  
Review and  
Discussion of  
Regulations**

There was no other business.

**Other  
Business**



There were no members of the public present to address the Committee.

**Public  
Comment  
Period**

There was no new business.

**New Business**

There being no further business. the meeting adjourned at 2:42 p.m.

**Adjourn**

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Joseph Kemper Funkhouser, III, Chair

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Kishore S. Thota, Secretary

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# WELCOME AND INTRODUCTIONS

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# **PUBLIC COMMENT PERIOD**

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**FAIR HOUSING CASES FOR JULY 18, 2024 REB AGENDA**

1. **Ray O. Bridge v. The Carpet Shop of Roanoke, Inc., Waldvogel Commercial Properties, inc. and Andrew Puckett**  
REB File Number: 2024-01820  
HUD File Number: 03-24-4443-8
2. **Jacqueline Eubanks, POA for Shakeal Rose v. James Forehand and Forehand Family, L.P.**  
REB File Number: 2023-02317  
HUD File Number: 03-23-3306-8
3. **Patrica Jaco and Estate of Genilla Bauckman, Patricia Jaco, Trustee v. Monticello Square LLLP, June Ferguson and Lelia Hankins**  
REB File Number: 2022-02216  
HUD File Number: 03-22-3138-8  
*{Referred to OAG for Official Consultation}*
4. **Kyle Sherson v. Tricia Childress, Signature Properties dba Signature Property Management, LLC and Shellis Square Homeowners Association, Inc.**  
REB File Number: 2022-02197  
HUD File Number: 03-22-1151-8  
*{Referred to OAG for Official Consultation}*

# Litigation report

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# **EDUCATION COMMITTEE REPORT**

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# **NEW BUSINESS**

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# OTHER BUSINESS

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**Department of Professional and Occupational Regulation  
Statement of Financial Activity**

**Real Estate Board  
954640**

**2022-2024 Biennium**

**May 2024**

	May 2024 Activity	Biennium-to-Date Comparison	
		July 2020 - May 2022	July 2022 - May 2024
<b>Cash/Revenue Balance Brought Forward</b>			0
<b>Revenues</b>	357,095	8,764,035	8,817,594
<b>Cumulative Revenues</b>			8,817,594
<b>Cost Categories:</b>			
<b>Board Expenditures</b>	28,444	553,722	645,950
<b>Board Administration</b>	177,805	2,117,384	2,442,158
<b>Administration of Exams</b>	7,633	104,793	138,134
<b>Enforcement</b>	145,926	2,139,316	2,329,245
<b>Legal Services</b>	0	71,400	67,850
<b>Information Systems</b>	87,669	1,515,142	1,661,964
<b>Facilities and Support Services</b>	50,764	791,914	836,605
<b>Agency Administration</b>	107,067	1,002,471	1,648,054
<b>Other / Transfers</b>	0	719,449	678,084
<b>Total Expenses</b>	605,308	9,015,590	10,448,044
<b>Transfer To/(From) Cash Reserves</b>	(138,773)	0	(1,630,450)
<b>Ending Cash/Revenue Balance</b>			0

<b>Cash Reserve Beginning Balance</b>	464,634	0	1,956,311
<b>Change in Cash Reserve</b>	(138,773)	0	(1,630,450)
<b>Cash Reserve Ending Balance</b>	325,861	0	325,861

<b>Number of Regulators</b>	
Current Month	78,572
Previous Biennium-to-Date	73,445



## SAVE THE DATE!

2024 Board Member  
Training Conference

*The Spirit of Service & Innovation:  
Advancing Regulatory Excellence*

**October 10-11, 2024**

Great Wolf Lodge in Williamsburg.

The conference will include high profile guest speakers,  
relevant training sessions, breakout sessions,  
and networking opportunities.

Stay tuned— additional information regarding  
registration and reservations will be provided  
as we get closer to the date.



549 E. Rochambeau Drive

Williamsburg, VA 23188

<https://www.greatwolf.com/williamsburg>

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# **Complete Conflict of Interest forms and Travel Vouchers**

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