

VIRGINIA REAL ESTATE BOARD

EDUCATION COMMITTEE MEETING MINUTES

The Real Estate Board Education Committee met on Wednesday, November 19, 2014, at the Department of Professional & Occupational Regulation in Richmond.

Committee Members present: Steve Hoover, Chair
Lynn Grimsley
Lee Odems

Board Member present: Joe Funkhouser

Staff Members present: Jay DeBoer, Director
Mark Courtney, Senior Director
Kevin Hoeft, Education Administrator

The meeting was called to order by Chairman Hoover at 2:10 p.m.

A motion was made and approved unanimously to approve the agenda at 2:11 p.m.

During the Public Comment period, Florence Daniels expressed concern whether students who complete Board-approved salesperson correspondence pre-license courses are meeting the required 60 classroom hour requirement. She has brought two separate Board-approved correspondence courses to Board staff's attention that may not be at least 60 classroom hours. Mr. Hoover informed Ms. Daniels that Board staff will look into this matter and respond to her.

Kevin McGrath of Long and Foster asked why DPOR License Look-up does not display the surplus continuing education subject hours like it used to before the new EAGLES database was put into place. Mr. Courtney stated that License Look-up draws directly from the EAGLES Database which only reflects whether a licensee has met the required number of hours in each CE category. Since the EAGLES database covers all DPOR regulatory programs it has limitations, and displaying on License Look-up surplus CE hours completed is one of those limitations.

The first item on the meeting agenda was:

Learning Objectives for the Salesperson Pre-License Education Course and License Examination

Mr. Hoover reviewed the October 17, 2014, letter and "Salesperson Entrance Examination Suggested Topic Areas" from the Virginia

Association of Realtors (VAR) that was submitted to the Committee in response to its request from the September 17, 2014, Committee meeting. VAR has provided 17 topic areas that it recommends should be covered in the salesperson license examination.

Mark Courtney then provided a summary of the standard license examination development process in that the license examination vendor sends out a job survey to much or all of the regulated community. The survey responses are categorized into quadrants by their frequency and risk level - that is how often does licensee perform a certain task and how does a certain task affect the public health, safety and welfare. High frequency and high risk responses result in a large number of license examination questions, while low frequency and low risk responses result in few license examination questions. The license examination vendor then reviews reference materials to determine which reference materials are required to ensure that prospective salespersons are receiving pre-license instruction that not only covers the high frequency and high risk job tasks, but is more in-depth to provide students with a broad understanding of the profession.

Mr. Hoover noted that the state portion of the license examination consists of only 40 questions, and he inquired whether that number could be increased to, for example, 100 questions. Mr. Courtney stated that this could possibly be done, but it would require adding to the current number of examination questions in the "exam question bank" and significant additional expense.

Mr. Hoover asked Board staff to put together a comparison of the VAR Suggested Exam Topics, the Question Content Areas on the PSI License Examination Candidate Information Bulletin, and the 25 required salesperson pre-license education subjects areas in the Board's Regulations for review at the next Committee meeting.

The second item on the meeting agenda was:

Continuing Education Elective Courses Addressing Various Cultural Differences

The Committee discussed whether a "Cultural Diversity" content area should be added to the current list of 34 acceptable continuing education general elective subjects. After discussion, the Committee determined that while understanding cultural diversity in the practice of real estate is very important, it is not necessary at this time to add this subject to the current list.

The Committee next considered the education applications on the meeting agenda.

The following actions were taken:

A. Three Proprietary School applications were reviewed and approved:

1. CRE Companies, Inc., t/a Crossroads Real Estate School, Manassas, VA, Contact Person: Austin Haynes
2. Key Realty & Investment Inc., Annandale, VA Contact: Kevin Y. Rhee
3. The Real Estate Advantage, LLC, Lynchburg, VA Contact Person: Stephen Burkett

B. Seventy-five continuing education course applications were reviewed; of these courses:

Six previously-approved applications for continuing education courses offered by approved schools were considered and approved. **(Review for Instructor Only)**

1. 19752 Introduction to Commercial Real Estate Sales (On-line), 4 hours Real Estate Related, CHC, Inc. **(Charles Cornwell Jr.)**
2. 19753 Selling HUD Homes: Increase Your Client's Options (On-line), 4 hours Real Estate Related, CHC, Inc. **(Charles Cornwell Jr.)**
3. 19755 Understanding 1031 Tax Free Exchanges (On-line), 4 hours Real Estate Related, CHC, Inc. **(Charles Cornwell Jr.)**
4. 19757 Buyer Representation in Real Estate (On-line), 4 hours Real Estate Related, Area 43 Market Center LLC, T/A Keller Williams Realty, **(Cindy Hawks White)**
5. 19763 Virginia Mandatory Broker and Agent Supervision (On-line), 8 hours Broker Management, CHC, Inc. **(Charles Cornwell Jr.)**
6. 19810 Virginia Mandatory Broker and Agent Supervision (On-line), 8 hours Broker Management, American Institute of Real Estate **(Abraham Michael Halaw)**

Sixty-nine original applications for continuing education courses offered by approved schools were considered. Sixty-five of these course applications were approved. Three course applications were approved with reduced hours. One course was approved pending content correction by the education provider.

1. 19760 Fair Housing (CRP), 2 hours Fair Housing, Alpha College of Real Estate

2. 19761 Title Workshop: From to Examination to Commitment, 1 hour Ethics and Standards of Conduct, 2 hours Real Estate Related, NBI **(Approved with Reduced Hours)**
3. 19766 Discovering Commercial Real Estate, 3 hours Real Estate Related, RECA
4. 19767 Understanding Hoarding & Biohazard Cleanup for RE Agents and Property Managers, 1 hour Real Estate Related, Alpha College of Real Estate
5. 19768 Understanding Hoarding & Biohazard Cleanup for RE Agents and Property Managers, 2 hours Real Estate Related, Alpha College of Real Estate
6. 19770 Residential Housing: From Application to Housing to Eviction Process, 3 hours Legal Updates, VAR
7. 19771 Residential Housing: From Application to Housing to Eviction Process, 3 hours Broker Management, VAR
8. 19776 CRS 121 "Win-Win Negotiation Techniques", 8 Hours Real Estate Related, Council of Residential Specialists
9. 19777 Everyday Ethics in Real Estate (On-line), 4 Hours Ethics & Standards of Conduct, Dearborn Financial Publishing, Inc.
10. 19778 Scams: If It Sounds Too Good to be True..., 1 hour Real Estate Related, VAR
11. 19779 VAR's Purchase Contract: The Ins & Outs, 3 Hours Real Estate Contracts, VAR
12. 19781 January 1, 2015 NVAR Forms Changes, 1 hour Real Estate Contracts, CHC, Inc.
13. 19783 Real Forestry for Real Estate: Sustainable Forest Management Field Tour, 2 hours Real Estate Related, Virginia Tech University
14. 19785 Virginia Agency Law in Real Estate, 3 hours Real Estate Agency, William E. Wood & Associates Real Estate Academy
15. 19786 Complying with VREB Regulations regarding Contract Review and Related Issues, 2 hours Real Estate Contracts, RAR
16. 19787 Complying with VREB Regulations regarding Contract Review and Related Issues, 2 hours Broker Management, RAR
17. 19788 2015 Residential Sales Contract, 2 hours Real Estate Contracts, Old Dominion Settlements

18. 19794 Surviving and Thriving Cyberspace, 1 hour
Legal Updates, 1 hour Real Estate Related,
Peninsula Real Estate School
19. 19798 Introduction to Short Sales, 4 hours Real
Estate Related, Moseley Flint Schools of
Real Estate
20. 19800 Ethics in Real Estate (CRP), 3 hours
Ethics, Moseley Flint Schools of Real
Estate
21. 19801 Understanding Short Sales (CRP), 4 hours
Real Estate Related, Moseley Flint Schools
of Real Estate
22. 19803 Decendant's Estates and Transfers on Death
Deed, 1 hour Real Estate Related, Fidelity
National Title Group
23. 19806 Peak Performance Pricing, 2 hours Real
Estate Related, RAR
24. 19807 Basics of Real Estate Finance and Mortgage,
4 hours Real Estate Related, Moseley Flint
Schools of Real Estate
25. 19808 Understanding Real Estate Fraud, Mortgage
and Title Issues, 4 hours Real Estate
Related, Moseley Flint Schools of Real
Estate
26. 19811 Real Estate Agency, 1 hour Real Estate
Agency, Moseley-Dickinson Academy of Real
Estate
27. 19812 Targeting & Serving First Time Homebuyers,
2 hours Real Estate Related, Cindy Bishop
Worldwide, LLC
28. 19815 2015 Contracts, 2 hour Real Estate
Contracts, MBH Settlement Group
29. 19817 Understanding Mold in the Restoration
Industry, 3 hours Real Estate Related,
ServPro Industries
30. 19819 Disclosure Is Not A Secret (On-line), 4
hours Real Estate Related, RealEstateCE.com
31. 19820 Good Guys/Bad Guys-Who's Who in Mortgage
Fraud (On-line), 4 hours Real Estate
Related, RealEstateCE.com
32. 19821 Risk Awareness (On-line), 4 hours Real
Estate Related, RealEstateCE.com
33. 19822 Nature vs Chemicals (On-line), 4 hours Real
Estate Related, RealEstateCE.com
34. 19823 Fair Housing and the Americans with
Disabilities Act, 3 hours Fair Housing,
William E. Wood & Associates RE Academy
35. 19825 Bad Clauses, Bad Results: How to Draft
Better Real Estate Contract Clauses, 2

- hours Real Estate Contracts, Peninsula Real Estate School
36. 19826 Real Estate Contracts and Contract Law, 4 hours Real Estate Contracts, William E. Wood & Associates RE Academy
37. 19827 Escrow Requirement: Deposits and Trust Monies, 4 hours Real Estate Related, Alpha College of Real Estate
38. 19828 Understanding the Residential Sales Contract, 2 hours Real Estate Contract, MBH Settlement Group
39. 19829 Restrictive Covenants and the VA Property Owners' Association Act, 2 hours Real Estate Related, MBH Settlement Group
40. 19832 Anatomy of a House - Secrets Revealed, 3 hours Real Estate Related, GCAAR
41. 19833 Veteran Administration Financing, 3 hours Real Estate Related, GCAAR
(Approved with Reduced Hours)
42. 19834 2015 Residential Sales Contract, 3 hours Real Estate Contracts, RECA
43. 19839 Negotiation Skills (On-line), 4 hours Broker Management, NVAR
44. 19840 Real Estate and Taxes: What Every Agent Should Know (On-line), 4 hours Real Estate Related, Dearborn Financial Publishing Inc.
(Approved with Reduced Hours)
45. 19841 Title Insurance Basics - Claims, 1 hour Real Estate Related, Old Republic National Title Insurance Company
46. 19842 Who Owns It? Title & Ownership of Real Estate in Virginia, 1 hour Legal Updates, Old Republic National Title Insurance Company
47. 19843 Divorce, Bankruptcy & Real Estate Settlements, 1 hour Real Estate Related, Old Republic National Title Insurance Company
48. 19844 VAR Residential Real Estate Contract, Part 1 - "Fill in the Blanks", 1 hour Real Estate Contracts, Old Republic National Title Insurance Company
49. 19845 VAR Residential Purchase Contract: Parts 2 & 3 - "Standard Provisions" & "Required by Statute", 1 hour Real Estate Contracts, Old Republic National Title Insurance Comp.
50. 19848 Understanding Escrow Requirements, 3 hours Broker Management, Cindy Bishop Worldwide

51. 19849 Understanding Escrow Requirements, 3 hours Real Estate Related, Cindy Bishop Worldwide
52. 19851 Congratulations - You Got The Listing! 1 hour Real Estate Contracts, MBH Settlement Group
53. 19852 The 2015 Real Estate Sales Contract, 1 hour Real Estate Contracts, The RGS Title Real Estate Academy
54. 19853 National Association of Realtors® Code of Ethics, 3 hours Ethics and Standards of Conduct, William E. Wood & Association Real Estate Academy
55. 19854 Supervision of Independent Contractor Realtors, 4 hours Broker Management, MAI Institute
56. 19855 Going Green: The Environmental Movement in Real Estate (On-line), 4 hours Real Estate Related, The CE Shop, Inc.
57. 19856 NVAR's 2015 Residential Sales Contract, 2 hours Real Estate Contracts, Capital Area Title, LLC
58. 19857 Commercial Ethics (On-line), 3 hours Ethics and Standards of Conduct, The CE Shop, Inc.
59. 19866 Making Sense of Fair Housing, 3 hours Fair Housing, Virginia Apartment Management Association
60. 19867 Closing the Gap, 2 hours Real Estate Related, Cindy Bishop Worldwide
61. 19868 Working with Different Cultures (On-line), 4 hours Broker Management, NVAR
62. 19869 Virginia Broker Management (CRP), 8 hours Broker Management, 360training.com, Inc.
63. 19870 Residential Sales Contract, 4 hours Real Estate Contracts, Real Estate Out Loud School, LLC
64. 19871 Real Estate Ethics & NAR Code of Ethics (On-line), 3 hours Ethics & Standards of Conduct, 360Training.com, Inc.
65. 19872 Virginia 8-Hour Mandatory CE, 2 hours Fair Housing, 3 hours Ethics and Standards of Conduct, 1 hour Legal Updates, 1 hour Real Estate Agency, 1 hour Real Estate Contracts, New Millennium University
(Approved Pending Content Correction)
66. 19879 203K Financing, 3 hour Real Estate Related, CJ Banker Training
67. 19884 The Deed: A Primer, 1 hour Real Estate Related, Stewart Title and Escrow, Inc.

- 68. 19885 The Real Estate Contract - A Primer, 1 hour
Real Estate Contracts, Stewart Title and
Escrow, Inc.
- 69. 19886 Military Relocation Professional
Certification (On-line), 6 hours Real
Estate Related, The CE Shop, Inc.

C. Thirty-four post license education course applications were reviewed; of these courses:

Sixteen previously-approved applications for post license education courses offered by approved schools were considered and approved. **(Review for Instructor Only)**

- 1. 19744 Virginia Agency Law (On-line), 3 hours
Virginia Agency Law, Northern Virginia
Real Estate Network, Inc., **(Azmi Alkurd)**
- 2. 19745 Risk Management (On-line), 3 hours
Risk Management, Northern Virginia Real
Estate Network, Inc., **(Azmi Alkurd)**
- 3. 19746 Real Estate Law & Board Regulations
(On-line), 8 hours Real Estate Law and
Board Regulations, Northern Virginia Real
Estate Network, Inc., **(Azmi Alkurd)**
- 4. 19747 Fair Housing (On-line), 2 hours Fair
Housing, Northern Virginia Real
Estate Network, Inc., **(Azmi Alkurd)**
- 5. 19748 Ethics & Standards of Conduct (On-line),
3 hours Ethics & Standards of Conduct,
Northern Virginia Real Estate Network,
Inc., **(Azmi Alkurd)**
- 6. 19749 Escrow Requirements (On-line), 3 hours
Escrow Requirements, Northern Virginia Real
Estate Network, Inc., **(Azmi Alkurd)**
- 7. 19750 Current Industry Issues & Trends (On-line),
2 hours Current Industry Issues & Trends,
Northern Virginia Real Estate Network,
Inc., **(Azmi Alkurd)**
- 8. 19751 Contract Writing (On-line), 6 hours
Contract Writing, Northern Virginia Real
Estate Network, Inc., **(Azmi Alkurd)**
- 9. 19858 Agency Law (On-line), 3 hours Virginia
Agency Law, Henderson Professional
Development Seminars **(Samuel Henderson)**
- 10. 19859 Contract Writing (On-line), 6 hours
Contract Writing, Henderson Professional
Development Seminars **(Samuel Henderson)**

11. 19860 Escrow Requirements (On-line), 3 hours
Escrow Requirements, Henderson Professional
Development Seminars (**Samuel Henderson**)
12. 19861 Ethics and Standards of Conduct (On-line),
3 hours Ethics and Standards of Conduct,
Henderson Professional Development Seminars
(**Samuel Henderson**)
13. 19862 Fair Housing (On-line), 2 hours Fair
Housing, Henderson Professional Development
Seminars (**Samuel Henderson**)
14. 19863 Real Estate Law and Board Regulations (On-
line), 8 hours Real Estate Law and Board
Regulations, Henderson Professional
Development Seminars (**Samuel Henderson**)
15. 19864 Current Industry Issues and Trends (On-
line), 2 hours Current Industry Issues and
Trends, Henderson Professional Development
Seminars (**Samuel Henderson**)
16. 19865 Risk Management (On-line), 3 hours Risk
Management, Henderson Professional
Development Seminars (**Samuel Henderson**)

Eighteen original applications for post license education courses offered by approved schools were considered and approved:

1. 19758 Title Fundamentals: What Every Real Estate
Agent Should Know, 2 hours Current Industry
Issues & Trends, Old Dominion Settlements
2. 19769 Understanding Hoarding & Biohazard Cleanup
for RE Agents and Property Managers, 2
hours Current Industry Issues & Trends,
Alpha College of Real Estate
3. 19774 Residential Housing: From Application to
Housing to Eviction Process, 2 hours
Current Industry Issues and Trends, VAR
4. 19780 VAR's Purchase Contract: The Ins & Outs, 2
hours Current Industry Issues & Trends, VAR
5. 19782 Discovering Commercial Real Estate, 2 hours
Current Industry Issues and Trends, RECA
6. 19789 Complying with VREB Regulations Regarding
Contract Review and Related Issues, 2
hours Current Industry Issues and Trends,
RAR
7. 19790 Fair Housing (CRP), 2 hours Fair Housing,
Alpha College of Real Estate
8. 19809 Peak Performance Pricing, 2 hours Current
Industry Issues and Trends, RAR

9. 19813 Targeting & Serving First Time Homebuyers, 2 hours Current Industry Issues and Trends, Cindy Bishop Worldwide
10. 19835 Death, Divorce and Bankruptcy, 2 hours Current Industry Issues and Trends, MBH Settlement Group
11. 19836 2015 Contracts, 2 hours Current Industry Issues and Trends, MBH Settlement Group
12. 19837 Understanding the Residential Sales Contract, 2 hours Current Industry Issues and Trends, MBH Settlement Group
13. 19838 Restrictive Covenants and the VA Property Owners' Association Act, 2 hours Current Industry Issues and Trends, MBH Settlement Group
14. 19874 Ethics (On-line), 3 hours Ethics and Standards of Conduct, NVAR
15. 19875 Fair Housing (On-line), 2 hours Fair Housing, NVAR
16. 19876 Understanding Escrow Requirements, 3 hours Escrow Requirements, Cindy Bishop Worldwide
17. 19877 Closing the Gap, 2 hours Current Industry Issues and Trends, Cindy Bishop Worldwide
18. 19878 Making Sense of Fair Housing, 2 hours Fair Housing, Virginia Apartment Management Association

D. Twenty-five pre-licensing instructor applications were reviewed and approved:

1. Thomas J. Lynch Jr.
2. Nikita Houchins
3. Brian C. Cook
4. Elaine Chamberlain
5. Ahmed W. Nadim
6. Lisa M. Jalufka
7. Joann Kokindo
8. Anne M. Greene
9. Douglas M. Norris, II
10. Emory E. Jones, III
11. Allen J. McBride
12. Petra C. Zayakosky
13. Brooke S. Schara
14. Katherine A. Mudd
15. Tammie L. Mason
16. Daniel E. Leshner
17. Betsy A. Ferguson - **Expert (Principles)**
18. Gloria J. Scalise - **Expert (Principles)**

19. Lisa R. Klutz - **Expert (Principles)**
20. Robert L. Chenery - **Expert (Principles)**
21. Polly R. Wooldridge - **Expert (Principles)**
22. Rita S. Smith - **Expert (Principles)**
23. Leslie R. Reisinger - **Expert (Principles)**
24. Kris F. Martin - **Expert (Finance and Principles)**
25. Stephen L. Murray - **Expert (Appraisal, Finance, Principles)**

E. Nine applications for pre-license education courses offered by approved schools were considered and approved:

1. 19784 45-hour Broker Real Estate Appraisal (Classroom), Dulles Area Real Estate School
2. 19880 60-hour Principles and Practices of Real Estate (Classroom), New Star Realty School
3. 19881 45-hour Broker Real Estate Brokerage (Classroom), The Real Estate Academy, Inc.
4. 19882 45-hour Broker Real Estate Law (Classroom), Dulles Area Real Estate School
5. 19887 60-hour Principles and Practices of Real Estate (Classroom), The Real Estate Advantage
6. 19888 45-hour Broker Real Estate Appraisal (CRP), Real Estate Empower, Inc.
7. 19889 45-hour Broker Real Estate Brokerage (CRP), Real Estate Empower, Inc.
8. 19890 45-hour Broker Real Estate Finance (CRP), Real Estate Empower, Inc.
9. 19891 45-hour Broker Real Estate Law (CRP), Real Estate Empower, Inc.

F. Thirty-one continuing and post license education instructor applications to teach previously-approved continuing and post license education courses were considered and approved:

1. **Christina N. Burton, Andrew DiPaola, Jessica Youngs, and Maureen Murphy** - 15807 (2012 Regional Sales Contract Changes to Paragraph 7 Property), 18647 (203K Education for Renovation), 14224/19089/19097 (A Mock Settlement), 18610/19074 (Advanced Title Insurance Issues), 14353/17988 (Agency Demystified), 15509 (Agent Duties and Disclosures), 11236 (An Introduction to Short Sales and Short Sales Addendum), 17124 (Bankruptcy for Foreclosure), 18663 (Clearing Title to a Commission Check), 14351 (Closing Real Estate Sales in Virginia), 18715 (Compulsory Contract Crash Course), 15524 (Congratulations You Got the Listing!), 17584 (Contracts with Escalators),

12832 (Death, Divorce & Bankruptcy), 10838 (Earnest Money Deposits), 14624 (Effective Real Estate Contracts), 18727/18768 (Escrow Requirements), 14518/17618 (Ethics for Real Estate Agents), 14292 (Excellence in Profession), 15512/17619 (Fair Housing), 14510 (Fair Housing Law), 14500 (Foreclosure, REO's and Short Sales), 18684/18665 (Foreclosure, REO's and Short Sales-A Primer), 18649 (Legal Updates and Emerging Trends), 18965/18901 (Let's Inspect this a Little More Closely), 18606/19094 (Lien on Me), 18624 (Living the Dream-Simple Steps to Avoiding Problem Settlements), 15819 (Mold and Defective Chinese Drywall), 18608/19075 (Navigating the VA Jurisdictional Addendum), 17114 (Practical Guide to FIRPTA and Foreign Sellers), 18651 (Property Condition Disclosures in Sale Transactions), 15946 (RSA), 18512 (Risk Management), 18766 (Ten Helpful Legal Cases), 10835 (The Final RESPA Rule), 18640/18620 (The Power of Exchange: 1031s), 14372 (Title Insurance and Surveys), 18750 (To Survey or Not to Survey), 18653 (Transactional Red Flags-Authority to Sell), 14492 (Transactions Involving FHA and VA Financing), 14483 (Unconventional Transactions), 15711 (Understanding and Using the New NVAR Well and Septic Addendum), 14294 (Understanding Deeds and Tenancy), 15710 (Understanding the Conventional, FHA and VA Financing Addendum), 18629 (Understanding the Regional Sales Contract), 14504/17614 (Why Didn't My Short Sale Close), 14503 (Wills, Estates and Title Issues), **MBH Settlement Group**

2. **Mark Somerville** - 18919 (Real Estate Contracts), 18920 (Real Estate Agency), 18921 (Ethics & Standards of Conduct), 18922 (Fair Housing), 18923 (Legal Updates), 18943 (Ethics & Standards of Conduct), 19369 (Fair Housing, ADA & Civil Rights), **Alltech Title**
3. **Heather Mergler** - 18671/18691 (Understanding Title Insurance), **Cindy Bishop Worldwide**
4. **Timothy Vohar and Mary Womack** - 19108 (Ethics & Standards of Conduct), 16075 (8-Hour Required Continuing Education), 16066 (8 Hour Elective Course), 19143 (Broker Management - Part 1), 19144 (Broker Management - Part 2), 19132 (Military Relocation Professional Certification), 12992 (ABR Designation Course), **Peninsula Real Estate School**
5. **Robert T. Sullivan** - 17177/19108 (Code of Ethics & Standards), 16075 (8 hour Required Continuing

- Education), 16066 (8 hour Elective Continuing Education), 19143 (Broker Management - Part 1), 19144 (Broker Management - Part 2), **Peninsula Real Estate School**
6. **Dawn Jarvis and Oray Nicolai** - 18427/18461 (Financing Workshop), **Cindy Bishop Worldwide**
 7. **Stuart Saltzman** - 13063 (Understanding the Purchase Contract), **Cindy Bishop Worldwide**
 8. **Brian Baird** - 14348 (Surveys and Easements - Mapping Out an Approach), 13176 (Deeds of Conveyance), 16935 (The Closing Process), 15615 (Selected Issues in Agency Law in Virginia), 14370 (FIRPTA Requirements in Real Estate Transactions), 11533 (RESPA Reform Rule - New GFE and HUD-1 Review), 14650 (Renovation Financing), 16816 (Title Insurance Basics-What is it and How It Works), 16945 (Living Trusts in Real Estate), 18771 (Short Sale REO Sales and Some Related Tax Issues), 13176 (Deeds of Conveyance: What Do I Own, What Are My Liabilities), **The RGS Title Real Estate Academy**
 9. **Mark Fontaine** - 17451 (Mold Remediation & Real Estate), **Southwest Virginia Association of Realtors**
 10. **Debbie Baxter** - 18919 (Real Estate Contracts), 18920 (Real Estate Agency), 18921 (Ethics & Standards of Conduct), 18922 (Fair Housing), 18923 (Legal Updates), 18943 (Ethics & Standards of Conduct), 19369 (Fair Housing, ADA & Civil Rights), 15360 (Regional Sales Contracts), 15336 (Short Sales), 15272 (Ethics for Real Estate Agents), 15263 (Home Inspections), 15271 (Unconventional Transactions), 16664 (Transaction Red Flags), **Alltech Title**
 11. **Louise Baker and Sidney M. Smyth** - 18718 (Current Industry Issues & Trends), 18728 (Contract Writing), 18702 (Keeping the Trust), 18724 (Ethics & Standards of Conduct), 18749 (Risk Management), 18743 (VA Agency Law), 18300 (Fair Housing), 19181 (VA Law: Your License & The RE Board), 14033 (Agency), 16436 (Buyer Agency and Disclosure Forms), 14056 (Contracts), 13659 (Ethics & Standards of Conduct), 13753 (Fair Housing Practically Speaking), 13925 (Legal Updates & Emerging Trends), 16675 (Regional Sales Contract and Objectives), 16438 (Brokerage Relationships Informing the Consumer), **Long & Foster Institute of Real Estate**
 12. **Jeanie Lumpkin** - 19289 (Renovation Lending), **Long & Foster Institute of Real Estate**
 13. **Cathy Noonan, Bobbie Holman and Bitsy Davis** - 16436 (Buyer Agency and Disclosure Forms), 15450 Offer to Purchase (Sales Contract), 16675 (Regional Sales

- Contract and Objectives), **Long & Foster Institute of Real Estate**
14. **Donna Greer** - 16436 (Buyer Agency and Disclosure Forms), 16675 (Regional Sales Contract and Objectives), **Long & Foster Institute of Real Estate**
 15. **Donna Procise** - 16675 (Regional Sales Contract and Objectives), **Long & Foster Institute of Real Estate**
 16. **Ron Miscavige** - 16436 (Buyer Agency and Disclosure Forms), 16675 (Regional Sales Contract and Objectives), **Long & Foster Institute of Real Estate**
 17. **Mary Beth Pauley** - 16436 (Buyer Agency and Disclosure Forms), 16675 (Regional Sales Contract and Objectives), **Long & Foster Institute of Real Estate**
 18. **Ann Randolph** - 19181 (VA Law: Your License & The RE Board), 14056 (Contracts), 13925 (Legal Updates & Emerging Trends) 16436 (Buyer Agency and Disclosure Forms), 13753 (Fair Housing Practically Speaking), 16675 (Regional Sales Contract and Objectives), **Long and Foster Institute of Real Estate**
 19. **Jeremy Johnson** - 16436 (Buyer Agency and Disclosure Forms), 16675 (Regional Sales Contract and Objectives), **Long and Foster Institute of Real Estate**
 20. **Nisha Thakker** - 18559 (Conquering Contracts), 18893/18894 (Rules and Tools of Advertising), 18555 (Ethics: Know the Code), 18554 (Contract Writing), **NVAR**
 21. **Elizabeth Dalton** - 19181 (VA Law: Your License & The RE Board), 16436 (Buyer Agency and Disclosure Forms), 16675 (Regional Sales Contract and Objectives), **Long and Foster Institute of Real Estate**
 22. **Lisa Stull** - 14204 (Consumer Rights & Rentals), 14196 (Building Your Business/Business Planning), 14161 (Marketing), 14152 (Seller Services), **CBRB**
 23. **Mike Minnery** - 12772 (Agency Law), 14196 (Building Your Business/Business Planning), 18194 (Ethics & Standards of Conduct), 18038 (Fair Housing-Shared Neighborhoods, Equal Opportunities), 14169 (From Contract to Closing), 14444 (Legal Updates and Emerging Trends), 14161 (Marketing), 14145 (Negotiating Agreements), 16297 (Preparing and Pricing for Today's Market), 14369 (Real Estate Agency), 14362 (Real Estate Contracts), 14437 (Regional Contract Review), 16015 (RSA), **CBRB**
 24. **Lynn Grimsley** - 19108 (Code of Ethics & Standards of Conduct), 16075 (8-hour Required Continuing

- Education), 16066 (8-hour Elective Continuing Education), 19143 (Broker Management - Part 1), 19144 (Broker Management - Part 2), **Peninsula Real Estate School**
25. **John Nelson** - 13134 (Understanding Older Houses), 13136 (Home Inspection 101 for Real Estate Professionals), **National Property Inspection, Inc.**
 26. **Barbara Hendrickson** - 16443 (Contracts), 16444 (The Common Contract Addenda), 16542 (Agency Law), 16892 (Sell the Listing: Win A Client For Life), 16856 (Contract to Closing: Bullet Proof The Transaction), 16461 (The Selling Process), **Alexandria Old Town Real Estate School**
 27. **Carey Gooch** - 16856 (Contract to Closing: Bullet Proof The Transaction), 16852 (Rev Up: Energize Your Business Today), 16892 (Your Database: The Key to Your Business), **Alexandria Old Town Real Estate School**
 28. **Angela McDaniel** - 17042 (Rentals-Working with Tenants and Landlords), **Alexandria Old Town Real Estate School**
 29. **Lawrence Marshall** - 12379 (NAR Quadrennial Code of Ethics), **Piedmont School of Real Estate**
 30. **Brenda Heffernan** - 19498 (An In Depth Look At VA Contracts), 19482 (16-HR CE Course - Day 1), 19484 (8-HR Mandated CE), 19432 (Fair Housing, Legal Updates, RE Contracts), 19483 (16-Hr CE Course - Day 2), 19428 (RE Agency & Ethics), **NVAR**
 31. **Brenda Heffernan** - 18559 (Conquering Contracts), 18555 (Ethics: Know the Code), 18893/18894 (Rules & Tools of Advertising), 18557 (VA Agency Law), 18712 Real Estate Law & Board Regs), 18556 (Fair Housing), 18554 (Contract Writing), 18694 (Current Industry Issues and Trends), **NVAR**

G. Other Business

1. The Committee reviewed Board-approved education provider Montague-Miller Real Estate Academy's request that "Go To Meeting" format classes be approved for classroom continuing education course credit. The Committee determined that "Go To Meeting" is a video-conference format that provides real-time two-way visual and audio communication between the instructor and the students, the latter being in a remote or satellite location. Since instructor and students are together through this means, and since students can ask the instructor "live" questions and receive "live" responses, then this type of education is considered "classroom" education and not "distance learning" education.

2. Mr. Hoover requested the Board-approved education providers provide input at the next Education Committee meeting on the following two subjects: 1) How should the Virginia Real Estate Board conduct mandatory broker townhall meetings similar to the mandatory broker townhall meetings being conducted by the Maryland Real Estate Commission; and 2) How can the Board receive license examination input from Board-certified and Board-approved instructors since a DPOR Conflict-of-Interest policy prohibits these instructors from serving on the License Examination Review panel.
3. Kevin Hoeft explained a possible license exam contract modification with PSI Exams. This modification would require Board-approved schools who offer pre-license education courses to submit to PSI digital photographs of students, along with the other already-required information, who complete the Board-approved pre-license courses and are thereby eligible to take the licensing exam with PSI. The objective of this measure is to increase examination security and reduce fraud. Mr. DeBoer explained the need for enhanced examination security for all DPOR regulatory boards. After discussion, the Committee recommended that the Board approve this contract modification.
4. Deana Wilson of Alpha College of Real Estate stated that there is conflict, especially among some brokers, concerning the Board's Guidance Document of the Necessity of Brokerage Agreements, and requested that the Board review the Guidance Document to determine if changes need to be made. It appears that some brokers are not following the Guidance Document's requirements. After discussion, the Committee recommended that the Board review the Guidance Document to determine if changes need to be made.
5. Ms. Grimsley noted that the Board, in its disciplinary action sanctions, has required differing numbers of hours for licensees who must complete an "Escrow Management" course as part of their sanction, and that this has led to inconsistency. After discussion, the Committee recommended the Board require a maximum of three hours of "Escrow Management" education for licenses with this disciplinary action sanction.

The meeting adjourned at 4:03 p.m.