

REAL ESTATE BOARD
MINUTES OF MEETING

November 6, 2025

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

The following Board members were present:

Joseph 'Kemper' Funkhouser, III, Chair
Kermit 'Kit' Hale, Vice-Chair
Pieri Burton
Aekta Chawla
Jeremy Dalpiaz
Hector 'Rene' Fonseca
Dr. Bernice Travers (arrived 10:20 a.m.)

Board members not present:

Cavelle Mollineaux
Rajesh Patel

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

Jeb B. Wilkinson, Agency Director
Steve Kirschner, Director LRPD
Tom Payne, Director CID
Anika Coleman, Executive Director
Joseph Haughwout, Regulatory Affairs Manager
(arrived at 10:30 a.m.)
Amy Goobic, Executive Assistant
Liz Hayes, Fair Housing Director
Vanessa DeGraw, Program Operations Administrator
Summer Saunders, Licensing Specialist

Josh Laws and Brittney 'Elle' Hinton from the Office of the Attorney General were present.

Mr. Funkhouser called the meeting to Order at 10:01 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. Hale moved to approve the agenda. **Mr. Burton seconded** the motion, which was unanimously approved by members: Burton, Chawla, Dalpiaz, Fonseca, Funkhouser, and Hale.

**APPROVAL OF
AGENDA**

Mr. Hale moved to approve the minutes from the September 4, 2025, Real Estate Board meeting, the Real Estate Board Fair Housing Sub-Committee meeting, September 4, 2025, and September 25, 2025, Real Estate Public Hearing. **Mr. Burton seconded** the motion, which was unanimously approved by members: Burton, Chawla, Dalpiaz, Fonseca, Funkhouser, and Hale.

**APPROVAL OF
MINUTES**

Liz Hayes, Fair Housing Director, updated the Board on the current Fair Housing case load.

**FAIR HOUSING
REPORT**

Ms. Hinton, Assistant Attorney General, provided the Board with a litigation update.

**LITIGATION
REPORT**

REAL ESTATE CASES

Disciplinary Case Files

Mr. Funkhouser informed the Board that the first three disciplinary cases on the agenda would not have a quorum, as a board member for each case would need to be recused, thus losing a quorum. The cases will be considered at such time a quorum is present.

In the matter of File Number 2024-01158 – Miles B. Leon, the Board reviewed the record which consisted of the investigative file, the transcript, and exhibits from the Informal Fact-Finding Conference (“IFF”), and the Summary. Mr. John ‘Chip’ Dicks, attorney, was present representing Mr. Miles.

**File Number 2024-
01158, Miles B. Leon**

Mr. Dalpiaz moved to accept the recommendation and find no violation of **18VAC135-20-200.11.a** of the Real Estate Board Regulations (Count 1). **Ms. Chawla seconded** the motion which was unanimously approved by members: Burton, Chawla, Dalpiaz, Fonseca, Funkhouser, and Hale.

Mr. Dalpiaz moved to accept the recommendation and find no violation of **18VAC135-**

20-260.11.a of the Real Estate Board Regulations (Count 2). **Mr. Fonseca seconded** the motion, which was unanimously approved by members: Burton, Chawla, Dalpiaz, Fonseca, Funkhouser, and Hale.

In the matter of File Number 2025-01158, Braxton B. Pollard, the Board reviewed the record which consisted of the investigative file, the transcript, and exhibits from the Informal Fact-Finding Conference (“IFF”), and the Summary. Mr. Connell Mullins, attorney, was present representing Mr. Pollard.

File Number 2025-01158, Braxton B. Pollard

Mr. Hale moved to accept the recommendation and find no violation of **18VAC135-20-260.11.a** of the Real Estate Board Regulations (Count 1). **Mr. Dalpiaz seconded** the motion which was unanimously approved by members: Burton, Chawla, Dalpiaz, Fonseca, Funkhouser, and Hale.

In the matter of **File Number 2025-01565 – Jemoni Tyanna Carter**, the Board reviewed the record which consisted of the investigative file, the transcript, and exhibits from the Informal Fact-Finding Conference (“IFF”), and the Summary. Amy Carter, IFF witness, was present to support Ms. Carter. Jemoni Tyanna Carter was present via telephone.

File Number 2025—01565, Jemoni Tyanna Carter

Mr. Dalpiaz moved to find violation of **18VAC135-20-260.12.c** of the Real Estate Board Regulations (Count 1). **Mr. Hale seconded** the motion which was unanimously approved by members: Burton, Chawla, Dalpiaz, Fonseca, Funkhouser, and Hale.

Ms. Coleman informed the Board of a prior violation.

Mr. Hale moved to deny the recommendation contained in the Summary of the Informal Fact-Finding Conference, which imposed a monetary penalty, education, and six months of probation, and instead moved for revocation of Ms. Carter’s license. **Mr. Dalpiaz seconded** the motion which was unanimously approved by members: Burton, Chawla, Dalpiaz, Fonseca, Funkhouser, and Hale.

Dr. Travers arrived at 10:19 a.m.

Arrival of Dr. Travers

Recusal of Mr. Dalpiaz

In the matter of **File Number: 2025-01987– Terri Lynn Moberly**, the Board reviewed the record which consisted of the investigative file, the transcript, and exhibits from the Informal Fact-Finding Conference (“IFF”), and the Summary. Moberly did not appear at the Board meeting in person, by counsel, or by any other qualified representative.

File Number 2025-01987, Terri Lynn Moberly

Mr. Hale moved to find a violation of **18 VAC 135-20-180.C.4** of the Real Estate Board Regulations (Count 2). **Ms. Chawla seconded** the motion which was unanimously approved by members: Burton, Chawla, Fonseca, Funkhouser, Hale and Travers.

Mr. Hale moved to find a violation of **18 VAC 135-20-180.C.2** of the Real Estate Board

Regulations (Count 1). **Mr. Burton seconded** the motion which was unanimously approved by members: Burton, Chawla, Fonseca, Funkhouser, Hale and Travers.

Mr. Burton moved to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference to impose the following sanctions:
For violation of Count 1, Moberly shall pay a monetary penalty of \$2,000.00.

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

Ms. Chawla moved to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference to impose the following sanctions:
For violation of Count 2, Moberly shall pay a monetary penalty of \$2,500.00. For a total monetary penalty of \$4,500.00.

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

In addition, for the violations of Counts 1 and 2, the Board voted to impose revocation of Moberly's license

Mr. Hale assumed the role of Chair.

In the matter of **File Number 2025-01014 – Stephanie Julia Smith dba Stephanie Smith**, the Board reviewed the record which consisted of the investigative file, the transcript, and exhibits from the Informal Fact-Finding Conference ("IFF"), and the Summary.

Ms. Coleman informed the Board that Ms. Smith is requesting the Board reconsider File Number 2025-01014, as she did not receive notice of the Informal Fact-Finding Conference (IFF) due to an address change. Ms. Smith would like to participate in the Informal Fact-Finding Conference.

Mr. Burton moved to reconsider and remand File Number 2025-01014 to an IFF. **Dr. Travers** seconded the motion which was approved by members: Burton, Fonseca, and Travers. Board members opposed: Chawla, and Hale.

Mr. Burton assumed the role of Chair.

Recusal of Mr. Funkhouser and Mr. Dalpiaz

File Number 2025-01014, Stephanie Julia Smith dba Stephanie Smith

Return of Mr. Dalpiaz Recusal of Mr. Hale

In the matter of **File Number 2024-01094 – John Nicholas D’ Ambrosia, dba Nick D’ Ambrosia**, the Board reviewed the record which consisted of the investigative file, the transcript, and exhibits from the Informal Fact-Finding Conference (“IFF”), and the Summary. D’Ambrosia was present to address the Board

File Number 2024-01094, John Nicholas D’ Ambrosia, dba Nick D’ Ambrosia

Mr. Fonseca informed the Board that he had a professional relationship with Mr. D’Ambrosia, and had a conflict of interest with the case, therefore he could not participate.

Ms. Coleman stated that at such time there was not a quorum of the Board present to vote on File Number 2024-01094, that the case would need to be postponed and would be on the December 4, 2025, agenda. Ms. Coleman apologized to Mr. D’Ambrosia for the inconvenience.

Mr. Funkhouser resumed the role of Chair.

**Recusal of Mr. Burton
Return of Mr.
Funkhouser**

In the matter of **File Number: 2024-02691, – Jennifer Dawn Hoyer dba Jennifer Hoyer**, the Board reviewed the record which consisted of the investigative file, the transcript, and exhibits from the Informal Fact-Finding Conference (“IFF”), and the Summary. Hoyer did not appear at the Board meeting in person, by counsel, or by any other qualified representative.

File Number 2024-02691, Jennifer Dawn Hoyer dba Jennifer Hoyer

Mr. Dalpiaz moved to find a violation of **18 VAC 135-20-260.11.g** of the Real Estate Board Regulations (Count 2). **Ms. Chawla seconded** the motion, which was unanimously approved by members: Chawla, Dalpiaz, Fonseca, Funkhouser, and Travers.

Mr. Dalpiaz moved to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference to impose the following sanction:
For violation of Count 1, Hoyer shall pay a monetary penalty of \$500.00.

Ms. Chawla seconded the motion, which was unanimously approved by members: Chawla, Dalpiaz, Fonseca, Funkhouser, and Travers.

**Return of Mr. Burton
and Mr. Hale**

**PRIMA FACIE
DISCIPLINARY CASE
FILES**

In the matter of **File Number: 2023-03016 – Rodney R. Williams** the Board reviewed the record which consisted of the Notice, the Report Findings, including exhibits, and the Recommendation. Williams did not appear at the Board meeting in person, by counsel, or by any other qualified representative.

File Number 2023-03016, Rodney R. Williams

Mr. Dalpiaz moved to a find violation of **18VAC135-20-260.6** of the Real Estate Board Regulation (Count 1). **Ms. Chawla seconded** the motion, which was unanimously approved by members: Burton, Chawla, Dalpiaz, Fonseca, Funkhouser, Hale, and Travers.

Mr. Dalpiaz moved to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference to impose the following sanctions:

For violation of Count 1, the Board imposed revocation of Williams' license.

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

In the matter of **File Number: 2025-00535 – Rhan Khaim Pittman** the Board reviewed the record which consisted of the Notice, the Revised of Report Findings, including exhibits, and the Recommendation. Pittman did not appear at the Board meeting in person, by counsel, or by any other qualified representative.

File Number 2025-00535, Rhan Khaim Pittman

Mr. Dalpiaz moved to a find violation of **18 VAC 135-20-260.11.g** of the Real Estate Board Regulations (Count 1). **Mr. Fonseca seconded** the motion which was unanimously approved by members: Burton, Chawla, Dalpiaz, Fonseca, Funkhouser, Hale, and Travers.

Mr. Dalpiaz moved to find a violation of **18 VAC 135-260.11.m** of the Real Estate Board Regulations (Count 2), **Mr. Hale seconded** the motion which was unanimously approved by members: Burton, Chawla, Dalpiaz, Fonseca, Funkhouser, Hale, and Travers.

Mr. Dalpiaz moved to find a violation of §54.1-2135.A.1 of the *Code of Virginia* (Count 3). **Ms. Chawla seconded** the motion, which was unanimously approved by members: Burton, Chawla, Dalpiaz, Fonseca, Funkhouser, Hale, and Travers.

Mr. Dalpiaz moved to find a violation of 18 VAC 135-20-310.1 of the Real Estate Board regulations (Count 4). **Ms. Chawla seconded** the motion, which was unanimously approved by members: Burton, Chawla, Dalpiaz, Fonseca, Funkhouser, Hale, and Travers.

Ms. Coleman stated that Pittman has not complied with 2024 prior disciplinary action.

Mr. Hale moved to accept the recommendation contained in the Summary of the

Informal Fact-Finding Conference to impose the following sanctions:

For violation of Count 1, Pittman shall pay a monetary penalty of \$500.00. For violation of Count 2, Pittman shall pay a monetary penalty of \$950.00. For the violation contained in Count 3, Pittman shall pay a monetary penalty of \$800.00. For the violation of Count 4, Pittman shall pay a monetary penalty of \$500.00. In addition, for the violations contained in Counts 1, 2, and 3, the Board imposed revocation of Pittman's license.

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

**LICENSING CASE
FILES**

In the matter of **File Number 2025-01402 – Xavery Malik Washington**, the Board reviewed the record which consisted of the application file, the transcript and exhibits from the Informal Fact-Finding Conference, and the Summary. Washington did not appear at the Board meeting in person, by counsel, or by any other qualified representative.

**File Number 2025-
01402, Xavery Malik
Washington**

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

Ms. Chawla seconded the motion which was unanimously approved by members: Burton, Chawla, Dalpiaz, Fonseca, Funkhouser, Hale, and Travers.

In the matter of **File Number 2025-01925 – Kayla Lachelle French**, 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. French did not appear at the Board meeting in person, by counsel, or by any other qualified representative.

**File Number 2025-
01925, Kayla
Lachelle French**

Mr. Burton moved to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference (IFF) and approve French's application for a Real Estate Salesperson License by Examination with a two-year probationary period and quarterly reporting by French and her supervising broker.

Ms. Chawla seconded the motion which was approved by members: Burton, Chawla, Dalpiaz, Fonseca, Funkhouser, Hale, and Travers.

In the matter of **File Number 2025-02400 – Dion Antrone Rainey**, 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. Rainey did not appear at the Board meeting in person, by counsel, or by any other

**File Number 2025-
02400, Dion Antrone
Rainey**

qualified representative.

Mr. Burton moved to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference (IFF) and approve Rainey's application for a Real Estate Salesperson License by Examination with a two-year probationary period and quarterly reporting by Rainey and his supervising broker.

Ms. Chawla seconded the motion which was approved by members: Burton, Chawla, Dalpiaz, Fonseca, Funkhouser, Hale, and Travers.

In the matter of **File Number 2025-02494 – Drake Samuel Davidson**, 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. Mr. Davidson was present to address the Board.

File Number 2025-02494, Drake Samuel Davidson

Mr. Burton moved to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference (IFF) and approve Davidson's application for a Real Estate Salesperson License by Examination with a one-year probationary period and quarterly reporting by Davidson and his supervising broker.

Ms. Chawla seconded the motion which was approved by members: Burton, Chawla, Dalpiaz, Fonseca, Funkhouser, Hale, and Travers.

Recusal of Mr. Hale

In the matter of **File Number 2025-03016 – Andre Richard Perry, Sr.**, 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. Perry was present to address the Board.

File Number 2025—03016, Andre Richard Perry, Sr.

Mr. Burton moved to reject the recommendation contained in the Summary of the Informal Fact-Finding Conference (IFF) denying Perry's application for a Real Estate Broker License by reciprocity, and to approve Perry's application with a one-year probationary period and quarterly reporting by Perry and his principal broker.

Mr. Fonseca seconded the motion which was approved by members: Burton, Chawla, Fonseca, Funkhouser, and Travers. Mr. Dalpiaz was opposed.

Return of Mr. Hale

Mr. Dalpiaz moved to consider Consent Order case files 2025-01301, 2025-01935, 2025-02142, and 2025-02223 as a block vote.

CONSENT ORDERS AS A BLOCK VOTE

Ms. Chawla seconded the motion, which was unanimously approved by members: Burton, Chawla, Dalpiaz, Fonseca, Funkhouser, Hale, and Travers.

Mr. Hale moved to accept Consent Order case files 2025-01301, 2025-01935, 2025-

02142, and 2025-02223. **Mr. Dalpiaz seconded** the motion, which was unanimously approved by members: Burton, Chawla, Dalpiaz, Fonseca, Funkhouser, Hale, and Travers.

In the matter of **File Number: 2025-01301 – William Raul Coalson**, the Board reviewed the Consent Order as seen and agreed to by Coalson. Coalson did not appear at the Board meeting in person, by counsel, or by any other qualified representative.

File Number 2025-01301, William Raul Coalson

Mr. Hale moved to accept the proposed Consent Order offer wherein Coalson admits to a violation **18VAC135-20-260.11** of the Real Estate Board’s regulations (Count 1), and a violation of **§ 54.1-2137.B** of the *Code of Virginia* (Count 2), and agrees to a monetary penalty of \$1,400.00 for the violation contained in Count 1, \$350.00 for the violation contained in Count, and \$350.00 in Board costs, for a total monetary penalty of \$2,100.00.

In addition, Coalson 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.

- For violation of Count 1, six (6) hours pertaining to Real Estate Law and Regulations; and
- For violation of Count 2, three (3) hours pertaining to Ethics and Standard of Conduct.

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. Dalpiaz seconded the motion, which was unanimously approved by members: Burton, Chawla, Dalpiaz, Fonseca, Funkhouser, Hale, and Travers.

In the matter of **File Number: 2025-01935 – Jackie L. Boyd**, the Board reviewed the Consent Order as seen and agreed to by Boyd. Boyd did not appear at the Board meeting in person, by counsel, or by any other qualified representative.

File Number 2025-01935, Jackie L. Boyd

Mr. Hale moved to accept the proposed Consent Order offer wherein Boyd admits to a violation **§ 54.1-2132.A.4** of the *Code of Virginia* (Count 1), and a violation of **18 VAC 135-20-310.2** Real Estate Board’s regulations (Count 2), and agrees to a monetary penalty of \$550.00 for the violation contained in Count 1, \$600.00 for the violation contained in Count, and \$350.00 in Board costs, for a total monetary penalty of \$1,500.00.

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

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

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

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

In the matter of **File Number: 2025-02142 – Shana Lynn Magliacano**, the Board reviewed the Consent Order as seen and agreed to by Magliacano. Magliacano did not appear at the Board meeting in person, by counsel, or by any other qualified representative.

File Number 2025-02142, Shana Lynn Magliacano

Mr. Hale moved to accept the proposed Consent Order offer wherein Magliacano admits to a violation § 54.1-2138.2 of the *Code of Virginia* (Count 1) and agrees to a monetary penalty of \$350.00 for the violation contained in Count 1, and \$350.00 in Board costs, for a total monetary penalty of \$700.00.

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

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

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

In the matter of **File Number: 2025-02223 – Cynthia Swain Brown**, the Board reviewed the Consent Order as seen and agreed to by Brown. Brown did not appear at the Board meeting in person, by counsel, or by any other qualified representative.

File Number 2025-02223, Cynthia Swain Brown

Mr. Hale moved to accept the proposed Consent Order offer wherein Brown admits to a violation **18 VAC 135-20-260.11.g** of the Real Estate Board regulations (Count 1) and agrees to a monetary penalty of \$500.00 for the violation contained in Count 1, and \$350.00 in Board costs, for a total monetary penalty of \$850.00.

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

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

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

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

Recusal of Mr. Dalpiaz

Mr. Hale moved to consider Consent Order case files 2025-01361, 2025-02045, and 2025-02144 as a block vote.

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

Mr. Hale moved to accept Consent Order case files 2025-01361, 2025-02045, and 2025-02144 as a block vote. **Ms. Chawla seconded** the motion which was unanimously approved by members: Burton, Chawla, Fonseca, Funkhouser, Hale, and Travers

In the matter of **File Number: 2025-01361 – Kyla Amber Irizarry**, the Board reviewed the Consent Order as seen and agreed to by Irizarry. Irizarry did not appear at the Board meeting in person, by counsel, or by any other qualified representative.

File Number 2025-01361, Kyla Amber Irizarry

Mr. Hale moved to accept the proposed Consent Order offer wherein Irizarry admits to a violation § 54.1-2138.2 of the *Code of Virginia* (Count 1) and agrees to a monetary penalty of \$1,200.00 for the violation contained in Count 1, and \$350.00 in Board costs, for a total monetary penalty of \$1,550.00.

In addition, Irizarry 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.

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

In the matter of **File Number: 2025-02045 – Ranjeev Singh Guliani**, the Board reviewed the Consent Order as seen and agreed to by Guliani. Guliani did not appear at

File Number 2025-02045, Ranjeev Singh

the Board meeting in person, by counsel, or by any other qualified representative.

Guliani

Mr. Hale moved to accept the proposed Consent Order offer wherein Guliani admits to a violation § 54.1-2138.2 of the *Code of Virginia* (Count 1) and agrees to a monetary penalty of \$750.00 for the violation contained in Count 1, and \$350.00 in Board costs, for a total monetary penalty of \$1,100.00.

In addition, Guliani 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.

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

In the matter of **File Number: 2025-02144 – Tametha Ann Medina**, the Board reviewed the Consent Order as seen and agreed to by Medina. Medina did not appear at the Board meeting in person, by counsel, or by any other qualified representative.

File Number 2025-02144, Tametha Ann Medina t/a Tami Medina-Bache

Mr. Hale moved to accept the proposed Consent Order offer wherein Medina admits to a violation 18 VAC 135-20-260.12 of the Real Estate Board regulations (Count 1) and agrees to a monetary penalty of \$2,000.00 for the violation contained in Count 1, and \$350.00 in Board costs, for a total monetary penalty of \$2,350.00.

In addition, for violation of Count 1, Medina agrees to a six (6) month probation of her license as of the effective date of this Order.

Further, Medina 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 nine (9) months of the effective date of this Consent Order. The courses must be completed in the classroom.

- Real Estate Law and Regulations six (6) hours;
- Ethics and Standards of Conduct three (3) hours;
- Agency Law three (3) hours; and
- Contract Writing six (6) hours

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

**Return of Mr. Dalpiaz,
Recusal of Mr. Hale**

In the matter of **File Number: 2025-01739 – James Alfred Metcalf, Jr.**, the Board reviewed the Consent Order as seen and agreed to by Metcalf. Metcalf did not appear at the Board meeting in person, by counsel, or by any other qualified representative.

**File Number 2025-
01739, James Alfred
Metcalf, Jr.**

Mr. Dalpiaz moved to accept the proposed Consent Order offer wherein Metcalf admits to a violation **18 VAC 135-20-260.6** of the Real Estate Board regulations (Count 1) and agrees to no monetary penalty for the violation contained in Count 1, and \$350.00 in Board costs, for a total monetary penalty of \$350.00.

In addition, Metcalf 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.

Ms. Chawla seconded the motion, which was unanimously approved by members: Burton, Chawla, Dalpiaz, Fonseca, Funkhouser, and Travers.

Return of Mr. Hale

Mr. Hale provided a report from November 5, 2025, Real Estate Education Committee meeting. **Mr. Burton moved** to accept the report as written. **Ms. Chawla seconded** the motion, which was unanimously approved by members: Burton, Chawla, Dalpiaz, Fonseca, Funkhouser, Hale, and Travers.

EDUCATION

Ms. Coleman provided the Executive Director's update.

NEW BUSINESS

Ms. Coleman provided regulatory update, stating that the Public Hearing for the General Review was held September 25, 2025. There were no comments made in person, six comments were received online. Mr. Haughwout stated that the summary of comments and approval of the regulations would be considered at the December meeting.

Regulatory Update

Mr. Haughwout recommended that the Board consider repealing Guidance Document 2021, regarding Post-Licensure Education as it is being incorporated into the final Real Estate Board Licensing Regulations.

Ms. Chawla moved to repeal Guidance Document 2021. **Mr. Hale seconded** the motion which was unanimously approved by members: Burton, Chawla, Dalpiaz, Fonseca,

Funkhouser, Hale, and Travers.

Mr. Wilkinson departed the meeting at 11:17 a.m.

Staff Member Departure

Mr. Haughwout discussed existing Guidance Document 7123, which allows staff to approve applications that disclose certain criminal convictions. Mr. Haughwout recommends amending the guidance document to provide for a delegation of authority to DPOR staff to conduct predetermination fact-findings and license eligibility fact-findings (IFFs) in accordance with applicable portions of the Administrative Process Act (Code of Virginia § 2.2-4000 et. seq.). These delegation of authority provisions are being added to all DPOR regulatory board guidance documents that provide guidance regarding applicants who disclose criminal convictions on an application.

Regulatory Update Continued

Mr. Hale moved to adopt the amended Guidance Document. Ms. Chawla **seconded** the motion, which was unanimously approved by members: Burton, Chawla, Dalpiaz, Fonseca, Funkhouser, Hale, and Travers.

Mr. Payne addressed the Board regarding a motion filed for 'pro hac vice' counsel for an upcoming Fair Housing case. Mr. Payne and Mr. Laws explained that the motion grants counsel, not licensed in Virginia, to participate in a specific legal matter, along with a licensed Virginia attorney. **Mr. Dalpiaz moved** to approve the 'pro hac vice' motion.

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

OTHER BUSINESS

Ms. Coleman provided exam statistics. Ms. Coleman also informed Board members that subject matter experts selected for PSI (exam vendor) exam review should have received email, she will follow up with Greg Emerson, Director of Examinations.

Exam Statistics

Ms. Coleman reviewed the financial statements of the Virginia Real Estate Transaction Recovery Act Fund.

Board Recovery Fund

Board members considered the following 2026 meeting dates:

- January 22
- March 12
- May 14
- July 16
- September 10
- November 10


2026 Board Meeting Dates

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


**COMPLETION OF
PAPERWORK**

There being no further business, the Board adjourned at 11:36 A.M.

ADJOURN



Joseph 'Kemper' Funkhouser, III, Chair



James B. "Jeb" Wilkinson, Jr., Secretary

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

- 1. Name: Kemper Funkhouser
- 2. Title: Board Member
- 3. Agency: Real Estate Board Meeting
- 4. Meeting/IFF Date: Board Meeting November 6, 2025

5. I have a personal interest in the following transaction:

Nature of Personal Interest Affected by Transaction:

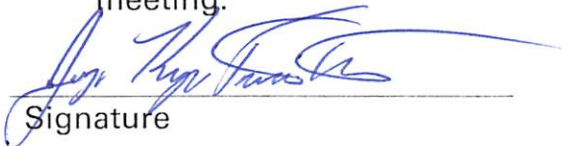
I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

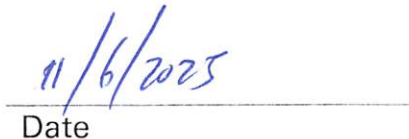
I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. I **do not** have a personal interest in any transactions taken at this meeting.


Signature


Date

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name: Kit Hale
2. Title: Board Member
3. Agency: Real Estate Board Meeting
4. Meeting/IFF Date: Board Meeting November 6, 2025

5. I have a personal interest in the following transaction:

MKB, REALTORS course applications

Nature of Personal Interest Affected by Transaction:

100-102

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

MKB, REALTORS

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

or

I did not participate in the transaction.

6. I **do not** have a personal interest in any transactions taken at this meeting.

Signature

Kit Hale

Date

11/6/2025

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name: Aekta Chawla
(Name of Board Member)
2. Title: Board Member
3. Agency: Real Estate Board
(Name of Board)
4. Meeting/IFF Date: 11/6/2025
(Date)

5. I have a personal interest in the following transaction:

N/A
(Agenda Item)

Nature of Personal Interest Affected by Transaction: _____

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

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

or

I did not participate in the transaction.

6. I **do not** have a personal interest in any transactions taken at this meeting.

Aekta Chawla
Signature

12/8/2025
Date

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

- 1. Name: Pieri Burton
- 2. Title: Board Member
- 3. Agency: Real Estate Board Meeting
- 4. Meeting/IFF Date: Board Meeting November 6, 2025

5. I have a personal interest in the following transaction:

Nature of Personal Interest Affected by Transaction:

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

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

or

I did not participate in the transaction.

6. I **do not** have a personal interest in any transactions taken at this meeting.



Signature



Date

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

- 1. Name: Jeremy Dalpiaz
- 2. Title: Board Member
- 3. Agency: Real Estate Board Meeting
- 4. Meeting/IFF Date: Board Meeting November 6, 2025

5. I have a personal interest in the following transaction:

Nature of Personal Interest Affected by Transaction:


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

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

or

I did not participate in the transaction.

6. I **do not** have a personal interest in any transactions taken at this meeting.

Signature 

Date 11/6/25

STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

- 1. Name: Rene Fonseca
- 2. Title: Board Member
- 3. Agency: Real Estate Board Meeting
- 4. Meeting/IFF Date: Board Meeting November 6, 2025

5. I have a personal interest in the following transaction:

*File 2024-01094
Transferring licences from Long & Foster
TO Sothebys (know Mr. D'Ambrosio)*

Nature of Personal Interest Affected by Transaction:

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

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

or

I did not participate in the transaction.

6. I **do not** have a personal interest in any transactions taken at this meeting.

Rene Fonseca
Signature

11-6-25
Date

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

- 1. Name: Dr. Bernice Travers
- 2. Title: Board Member
- 3. Agency: Real Estate Board Meeting
- 4. Meeting/IFF Date: Board Meeting November 6, 2025

5. I have a personal interest in the following transaction:

Nature of Personal Interest Affected by Transaction:

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

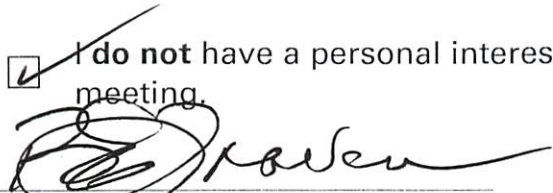
I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. I **do not** have a personal interest in any transactions taken at this meeting.

Signature



Date

11/6/25

