

REAL ESTATE BOARD
MINUTES OF MEETING

December 4, 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, of 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
Jeremy Dalpiaz
Hector 'Rene' Fonseca
Cavelle Mollineaux
Raj Patel
Dr. Bernice Travers (arrived 10:33 a.m.)

Board member absent from the meeting with regrets:

Aekta Chawla

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

Jeb B. Wilkinson, Agency Director
Steve Kirschner, Director LRPD
Anika Coleman, Executive Director
Vanessa DeGraw, Program Operations Administrator
Summer Walker, Licensing Specialist
Greg Emerson, Executive Director – Exams
Free Williams, Adjudication Director
Joseph Haughwout, Regulatory Affairs Manager
Davon Jones, Administrative Coordinator
Ecila Williams, Licensing Operations Administrator

Todd Shockley and Elizabeth Peay 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 present.

**DETERMINATION
OF QUORUM**

Mr. Funkhouser proposed an amendment to the agenda to move the disciplinary case later in the meeting to accommodate the arrival of a Board member. **Mr. Hale moved** to approve the agenda. **Mr. Burton seconded** the motion, which was unanimously approved by members: Burton, Dalpiaz, Fonseca, Funkhouser, Hale, Mollineaux, and Patel.

APPROVAL OF AGENDA

Mr. Burton moved to approve the minutes from November 6, 2025. **Mr. Dalpiaz seconded** the motion, which was unanimously approved by members: Burton, Dalpiaz, Fonseca, Funkhouser, Hale, Mollineaux, and Patel.

APPROVAL OF MINUTES

Mr. Shockley, Assistant Attorney General, updated the Board on the current Fair Housing litigation.

FAIR HOUSING REPORT

Dr. Travers arrived at the meeting at 10:33 a.m.

Arrival of Board Member

Mr. Funkhouser appointed Mr. Burton to chair the meeting while he and the Vice-Chair recused themselves. Mr. Funkhouser, Mr. Hale, and Mr. Fonseca recused themselves from consideration of Case File No. 2024-01094 involving John Nicholas D'Ambrosia.

REAL ESTATE CASES

Disciplinary Case Files

Recusal of Board Members

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.

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

Mr. D'Ambrosia was present and addressed the board stating that the matter stemmed from a disciplinary action in Delaware related to continuing education compliance by two agents. He emphasized his long professional history with no prior violations, noted that he appealed the Delaware decision unsuccessfully, and explained that he self-reported the matter to other states, most of which took no action. He expressed concern that an adverse finding in Virginia would require additional reporting and negatively affect his record despite no sanctions being sought.

File Number 2024-01094, John Nicholas D'Ambrosia, dba Nick D'Ambrosia (Cont.)

Mr. Dalpiaz moved to reject the recommendation and find no violation of **18 VAC 135-20-260.8** of the Real Estate Board Regulations (Count 1). **Mr. Patel seconded** the motion, which was unanimously approved by members: Burton, Dalpiaz, Mollineaux, Patel, and Travers.

Mr. Funkhouser, Mr. Hale, and Mr. Fonseca returned to the meeting and Mr. Funkhouser assumed the role of Chair.

Return of Board Members

NEW BUSINESS

Ms. Coleman provided the Executive Director's update.

Executive Director's Report

Mr. Haughwout informed the Board that the General Review for the Real Estate Regulations is at the end of the proposed stage. Mr. Haughwout advised the Board that it needed to consider public comments received on the proposed regulation and adopt a final regulation.

Regulatory Update

Mr. Haughwout reviewed with the Board the public comments received during the public comment period on the proposed regulation, held August 25, 2025, to October 24, 2025. Mr. Haughwout also reviewed with the Board the final regulatory text and presented the Board with recommended amendments based on staff review of the regulation and public comments that were received. Mr. Haughwout also presented the Board with proposed responses to the public comments that were received.

After a discussion, **Mr. Burton moved** to accept the Boards' responses to the public comments. **Mr. Dalpiaz seconded** the motion which was unanimously approved by: Burton, Dalpiaz, Fonseca, Funkhouser, Hale, Mollineaux, Patel, and Travers.

After a discussion, **Mr. Hale moved** to adopt the final regulation as amended, authorize staff to file the final regulation, and authorize staff to make any technical or stylistic changes needed. **Mr. Dalpiaz seconded** the motion which was unanimously approved by: Burton, Dalpiaz, Fonseca, Funkhouser, Hale, Mollineaux, Patel, and Travers.

Mr. Wilkinson departed the meeting at 11:29 a.m.

Staff Member Departure

The Board recessed from 12:23 p.m. to 12:43 p.m.

Recess

Ms. Peay departed the meeting at 12:59 a.m.
Mr. Shockley departed the meeting at 1:20 p.m.

AG Departure

OTHER BUSINESS

The Board continued discussion on statutory interpretation issues related to licensee activities involving personally owned properties and entities in which a licensee has an ownership interest. Concerns were noted regarding broker supervision, escrow handling, and consistency with Virginia Code § 54.1. Staff were directed to continue reviewing these issues and seek legal guidance as needed.

Ms. Coleman reminded the Board members of the approved 2026 meeting dates:

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

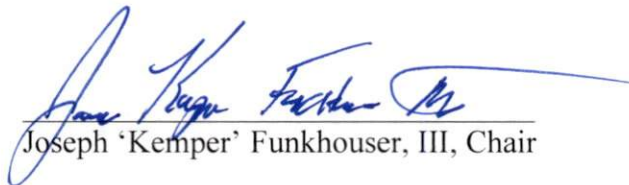
**2026 Board Meeting
Dates**


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 2:19 p.m.

ADJOURN


Joseph 'Kemper' Funkhouser, III, Chair


~~James B. "Jeb" Wilkinson, Jr., Secretary~~
Laura V. McClintock, Secretary

**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/Presiding Officer)
2. Title: Board Member
3. Agency: DPOR/Real Estate Board
(Name of Board)
4. Transaction: Meeting/ Informal Fact-Finding Conferences held on: January 22, 2026
5. Do you have a personal interest in the following transaction?
 No; I **do not** have a personal interest in any transactions taken at this meeting/conference.
 Yes - If yes, please answer the following questions.
A. _____
(Agenda Item)
B. Nature of Personal Interest Affected by Transaction:

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

D. I am able to participate in this transaction fairly, objectively, and in the public interest. or
 I did not participate in the transaction.
6. Signature of Board Member/Presiding Officer:

 January 22, 2026
Signature Date

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

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: Jeremy Dalpiaz
(Name of Board Member/Presiding Officer)
2. Title: Board Member
3. Agency: DPOR/Real Estate Board
(Name of Board)
4. Transaction: Meeting/ Informal Fact-Finding Conferences held on: January 22, 2026

5. Do you have a personal interest in the following transaction?

No; I **do not** have a personal interest in any transactions taken at this meeting/conference.

Yes - If yes, please answer the following questions.

A.

(Agenda Item)

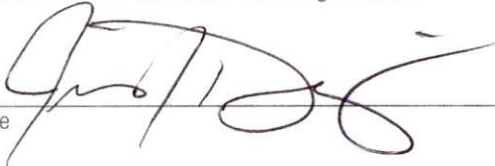
B. Nature of Personal Interest Affected by Transaction:

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

I did not participate in the transaction.

6. Signature of Board Member/Presiding Officer:

Signature 

January 22, 2026
Date

STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name Joseph 'Kemper' Funkhouser
(Name of Board Member/Presiding Officer)

2. Title: Board Member

3. Agency: DPOR/Real Estate Board
(Name of Board)

4. Transaction: Meeting/ Informal Fact-Finding Conferences held on: January 22, 2026

5. Do you have a personal interest in the following transaction?

No; I **do not** have a personal interest in any transactions taken at this meeting/conference.

Yes - If yes, please answer the following questions.

A. _____
(Agenda Item)

B. Nature of Personal Interest Affected by Transaction:

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

I did not participate in the transaction.

6. Signature of Board Member/Presiding Officer:


Signature

January 22, 2026
Date

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

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name Pieri Burton
(Name of Board Member/Presiding Officer)

2. Title: Board Member

3. Agency: DPOR/Real Estate Board
(Name of Board)

4. Transaction: Meeting/ Informal Fact-Finding Conferences held on: January 22, 2026

5. Do you have a personal interest in the following transaction?

No; I **do not** have a personal interest in any transactions taken at this meeting/conference.

Yes - If yes, please answer the following questions.

A. _____
(Agenda Item)

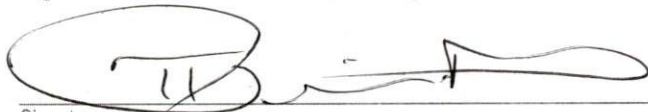
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C. I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

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

I did not participate in the transaction.

6. Signature of Board Member/Presiding Officer:



Signature

January 22, 2026
Date

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

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name Cavelle Mollineaux
(Name of Board Member/Presiding Officer)
2. Title: Board Member
3. Agency: DPOR/Real Estate Board
(Name of Board)
4. Transaction: Meeting/ Informal Fact-Finding Conferences held on: January 22, 2026
5. Do you have a personal interest in the following transaction?
 No; I **do not** have a personal interest in any transactions taken at this meeting/conference.
 Yes - If yes, please answer the following questions.
A. _____
(Agenda Item)
B. Nature of Personal Interest Affected by Transaction:

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

D. I am able to participate in this transaction fairly, objectively, and in the public interest. or
 I did not participate in the transaction.
6. Signature of Board Member/Presiding Officer:


Signature

January 22, 2026
Date

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

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name Kermit 'Kit' Hale
(Name of Board Member/Presiding Officer)
2. Title: Board Member
3. Agency: DPOR/Real Estate Board
(Name of Board)
4. Transaction: Meeting/ Informal Fact-Finding Conferences held on: January 22, 2026

5. Do you have a personal interest in the following transaction?

- No; I **do not** have a personal interest in any transactions taken at this meeting/conference.
- Yes - If yes, please answer the following questions.

A.

(Agenda Item)

B. Nature of Personal Interest Affected by Transaction:

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

- D. I am able to participate in this transaction fairly, objectively, and in the public interest. or
- I did not participate in the transaction.

6. Signature of Board Member/Presiding Officer:


Signature

January 22, 2026
Date

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

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name Rajesh Patel
(Name of Board Member/Presiding Officer)

2. Title: Board Member

3. Agency: DPOR/Real Estate Board
(Name of Board)

4. Transaction: Meeting/ Informal Fact-Finding Conferences held on: January 22, 2026

5. Do you have a personal interest in the following transaction?

No; I **do not** have a personal interest in any transactions taken at this meeting/conference.

Yes - If yes, please answer the following questions.

A. _____
(Agenda Item)

B. Nature of Personal Interest Affected by Transaction:

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

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

I did not participate in the transaction.

6. Signature of Board Member/Presiding Officer:



Signature

January 22, 2026
Date