

VIRGINIA FAIR HOUSING BOARD

MINUTES OF MEETING

October 15, 2025

The Fair Housing 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 twelve (12) members on this Board, in which seven (7) constitutes a quorum pursuant to § 54.1-2344.

Board members present for the meeting:

Amanda Buyalos, Chair
Morton "Tracy" Marks, III, Vice-Chair (arrived at 10:08 A.M.)
Stuart "Gray" Gilchrist
Barry Moore
Brian Reagan
Stanley Reid
Steven Rivera
Jayan "Jay" Som
John Scott

Board members absent from the meeting:

Shion Fenty
Angelo Phillos
Angela West

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

Jeb Wilkinson, Agency Director
Stephen Kirschner, LRPD Director
Anika Coleman, Executive Director
Liz Hayes, Fair Housing Director
Donnitria Mosby, Assistant Fair Housing Director
Joseph Haughwout, Regulatory Affair Manager
Gezelle Glasgow, Administrative Coordinator
Ana "Mia" Quimpo, Licensing Specialist
Summer Saunders, Licensing Specialist

Brittany "Elle" Hinton from the Office of the Attorney General was present.

Ms. Buyalos called the meeting to order at 10:00 A.M.

CALL TO ORDER

Ms. Coleman reviewed the emergency evacuation procedures.

Emergency Evacuation

Ms. Buyalos determined that a quorum was present.

Determination of Quorum

Mr. Reid moved to approve the agenda. **Mr. Som seconded** the motion which was unanimously approved by members: Buyalos, Gilchrist, Marks, Moore, Reagan, Reid, Rivera, Som, and Scott.

APPROVAL OF AGENDA

There was no public comment.

PUBLIC COMMENT

Mr. Haughwout informed the Board that the Fair Housing Certification Regulations were published in the Virginia Register of Regulations on July 14, 2025, initiating a sixty-day public comment period that concluded on September 12, 2025. A public hearing was held at DPOR on August 20, 2025.

NEW BUSINESS

Summary of Comments for
General Review of Fair
Housing Certification
Regulations

Mr. Haughwout reported that one public comment was submitted through the Virginia Regulatory Town Hall. Board staff drafted a proposed response to the comment and requested the Board's approval of the response as presented.

Following discussion, **Mr. Gilchrist moved** to approve the response prepared by staff as presented. **Mr. Reagan seconded** the motion, which was unanimously approved by the following members: Buyalos, Gilchrist, Marks, Moore, Reagan, Reid, Rivera, Som, and Scott.

Mr. Haughwout presented a draft of the proposed amendments to the Fair Housing Certification Regulations. **Mr. Scott moved** to adopt the proposed regulation as amended and to authorize Board staff to make any necessary technical or grammatical corrections prior to filing the regulation. **Mr. Reid seconded** the motion, which was unanimously approved by the following members: Buyalos, Gilchrist, Marks, Moore, Reagan, Reid, Rivera, Som, and Scott.

General Review of Fair
Housing Certification
Regulations

Mr. Kirschner informed the Board that DPOR operates as a non-general fund agency and, pursuant to § 54.1-201 of the *Code of Virginia*, each regulatory board must remain financially self-sustaining. He explained that the Real Estate Board currently provides financial support to the Fair Housing Board.

Fee Change

Mr. Kirschner advised that a Notice of Intended Regulatory Action (NOIRA) is needed to amend the existing regulatory fees in order to address current and projected expenditures. **Mr. Gilchrist moved** to initiate a NOIRA to amend the Fair Housing Board's regulatory fees. **Mr. Marks seconded** the motion, which was approved by the

following members: Buyalos, Gilchrist, Marks, Moore, Reagan, Rivera, Som, and Scott. Mr. Reid abstained from the vote, citing a desire for additional information regarding the Board's expenses.

Following discussion, the Board requested that Board staff provide information on potential increases to the Fair Housing certification fees by comparing fee amounts in other states. The Board further requested that Board staff research the process for requiring other professions and occupations to obtain a Fair Housing certification and identify which states currently mandate such certifications, including the professions and occupations to which they apply. This information will be presented at the next Board meeting in December 2025.

Board Requests for Follow-Up Information

Ms. Hayes reminded the Board that the Fair Housing training will take place after the meeting in December.

Fair Housing Training

Ms. Buyalos reminded the Board to complete the Conflict-of Interest Statement and Travel Reimbursement Forms.

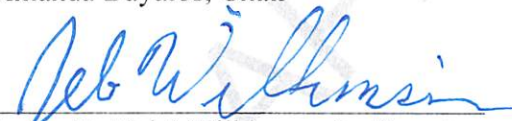
COMPLETION OF PAPERWORK

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

ADJOURN



Amanda Buyalos, 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 Stanley Reid
(Name of Board Member/Presiding Officer)
2. Title: Board Member
3. Agency: DPOR/Fair Housing Board
(Name of Board)
4. Transaction: Meeting/ Informal Fact-Finding Conferences held on: October 15, 2025

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:

Stanley Reid
Signature

October 15, 2025
Date

STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name John Scott
(Name of Board Member/Presiding Officer)
2. Title: Board Member
3. Agency: DPOR/Fair Housing Board
(Name of Board)
4. Transaction: Meeting/ Informal Fact-Finding Conferences held on: October 15, 2025

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

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 I did not participate in the transaction.

6. Signature of Board Member/Presiding Officer:

John W. Scott
Signature

October 15, 2025
Date

STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name Brian Reagan
(Name of Board Member/Presiding Officer)
2. Title: Board Member
3. Agency: DPOR/Fair Housing Board
(Name of Board)
4. Transaction: Meeting/ Informal Fact-Finding Conferences held on: October 15, 2025

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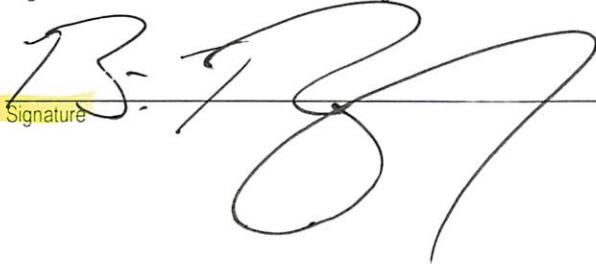
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Signature

October 15, 2025
Date

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

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

1. Name Steven Rivera
(Name of Board Member/Presiding Officer)
2. Title: Board Member
3. Agency: DPOR/Fair Housing Board
(Name of Board)
4. Transaction: Meeting/ Informal Fact-Finding Conferences held on: October 15, 2025

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6. Signature of Board Member/Presiding Officer:


Signature

October 15, 2025
Date

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

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

1. Name Jayan "Jay" Som
(Name of Board Member/Presiding Officer)
2. Title: Board Member
3. Agency: DPOR/Fair Housing Board
(Name of Board)
4. Transaction: Meeting/ Informal Fact-Finding Conferences held on: October 15, 2025

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6. Signature of Board Member/Presiding Officer:


Signature

October 15, 2025
Date

STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name Stuart "Gray" Gilchrist
(Name of Board Member/Presiding Officer)
2. Title: Board Member
3. Agency: DPOR/Fair Housing Board
(Name of Board)
4. Transaction: Meeting/ Informal Fact-Finding Conferences held on: October 15, 2025

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October 15, 2025
Date

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

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

1. Name Morton "Tracy" Marks, III
(Name of Board Member/Presiding Officer)
2. Title: Board Member
3. Agency: DPOR/Fair Housing Board
(Name of Board)
4. Transaction: Meeting/ Informal Fact-Finding Conferences held on: October 15, 2025

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October 15, 2025
Date