

**COMMON INTEREST COMMUNITY BOARD
TRAINING PROGRAM REVIEW COMMITTEE MEETING**

MINUTES OF MEETING

The Training Program Review Committee of the Common Interest Community Board met on Thursday June 4, 2015, at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, 2nd Floor, Board Room 4, Richmond, Virginia 23233.

The following members were present:

Kimberly Kacani, Chair
Paul Orlando
David Watts

Committee members Kristie Helmick, Thomas Mazzei, and Lucia Anna Trigiani (Ex-Officio) were not in attendance.

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

Trisha L. Henshaw, Executive Director
Jill R. Hrynciw, Board Administrator
Emily Trent, Administrative Assistant

A representative from the Office of the Attorney General was not present.

Ms. Kacani, Chair, called the meeting to order at 9:02 a.m.

Call to Order

Ms. Orlando moved to approve the agenda. Mr. Watts seconded the motion which was unanimously approved by: Kacani, Orlando and Watts.

Approval of Agenda

Ms. Kacani opened the floor for public comment. No members of the public present requested to speak.

**Public Comment
Period**

The Committee reviewed for approval the training program application from MercerTrigiani. The training program titled *2015 Legal and Legislative Update for Common Interest Community Associations* is a Virginia common interest community law and regulation training program. MercerTrigiani requested retroactive approval to May 14, 2015.

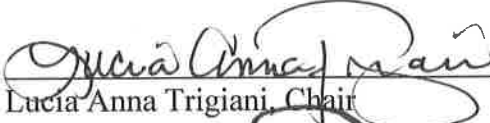
**Review of
MercerTrigiani
Training Program
titled 2015 Legal
and Legislative
Update for Common
Interest Community
Associations.**

Upon thorough review of the application, Mr. Orlando moved that the Committee recommend Board approval of the law and regulation training program application, retroactive to May 14, 2015, contingent on

MercerTrigiani amending the syllabus to reflect the regulatory content requirements found at 18VAC48-50-253.

Mr. Watts seconded the motion which was unanimously approved by:
Kacani, Orlando and Watts.

There being no further business, the meeting was adjourned at 9:25 a.m. **Adjourn**



Lucia Anna Trigiani, Chair



Jay W. DeBoer, Secretary

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

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

1. Name: Kimberly Kacani
2. Title: Board Member
3. Agency: Common Interest Community Board
4. Meeting/IFF Date: Training Program Review Committee Meeting
June 4, 2015

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

6-4-2015

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

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

1. Name: Paul Orlando
2. Title: Board Member
3. Agency: Common Interest Community Board
4. Meeting/IFF Date: Training Program Review Committee Meeting
June 4, 2015

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.

P. Orlando
Signature

6-4-15
Date

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

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

1. Name: David Watts
2. Title: Board Member
3. Agency: Common Interest Community Board
4. Meeting/IFF Date: Training Program Review Committee Meeting
June 4, 2015

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

D Watts

6/4/15