



**DEPARTMENT OF CONSUMER & REGULATORY AFFAIRS
OCCUPATIONAL AND PROFESSIONAL LICENSING DIVISION**

**District of Columbia Real Estate Commission
1100 4th Street SW, Room E300 A-B
Washington, DC 20024**

**Tuesday, November 13, 2018
MEETING MINUTES**

The District of Columbia Real Estate Commission held its regularly scheduled meeting on Tuesday, November 13, 2018 at 1100 4th Street, S.W., Room E 300A-B, Washington, D.C 20024.

The meeting was called to order by Vice-Chairperson, Frank Pietranton, at 10:35 am and attendance was taken.

Attendance

Commission Members Present: Frank Pietranton, Ulani Gulstone, Edward Downs, Danai Mattison Sky, Christine Warnke

Telephone Conference: None

Members Absent: David Forster, Monique Owens

Staff Present: Brittani Strozier-Daise, *Commission Administrator*, Kevin Cyrus, *Education Coordinator*, Leon Lewis, *Executive Director*, Cynthia Briggs, *Interim Program Manager*

Legal Counsel: Kia Winston, *Assistant Attorney General*

Public Members Present: No public consumers were present at this meeting.

Agenda Item – Executive Session:

Upon a motion duly made by Commissioner Commissioner Downs and properly seconded by Commissioner Gulstone, the Commission unanimously voted to enter into closed session pursuant to the authority of D.C. Official Code Section 2-575(b)(4)(A) to seek the advice of counsel, D.C. Official Code Section 2-575(b)(9) to discuss disciplinary matters, and D.C. Official Code Section 2-775(b)(13) to deliberate upon a decision in an adjudication action or proceeding at 10:39 am and to discuss:

Complaints and technical applications.

The public session of the meeting was resumed at 10:44 am and attendance was taken.

Agenda Item - Comments from the Public:

No public consumers were present at this meeting.

Agenda Item - Minutes

Upon a motion duly made by Commissioner Downs and properly seconded by Commissioner Warnke, the Commission unanimously voted to accept draft minutes dated October 9, 2018.

Agenda Item- Application for Licensure Recommendations

Upon a motion duly made by Commissioner Downs and properly seconded by Commissioner Warnke, the Commission unanimously voted to accept the legal committee recommendations for the following applications:

1. *In the matter of Jerry Calixte, the Commission voted to forward to OPLA Investigations for prior felony.*
2. *In the matter of Kevin Kelly, the Commission voted to defer recommendation until documentation of conviction is provided.*
3. *In the matter of Nathan Van Arsdale, the Commission voted to approve licensure.*
4. *In the matter of Hiwa Sheikh, the Commission voted to approve licensure.*
5. *In the matter of Jeffery Sugrue, the Commission voted to approve licensure.*

Agenda Items – Complaints and Legal Committee Recommendations

- A. Commission Gulstone discussed the Legal Committee's recommendation to update the application to include factors the Commission considers during technical review of applications that indicate a conviction(s). The Legal Committee also discussed developing a list of acceptable documentation for applicants to submit supplemental information regarding a conviction.
- B. Upon a motion duly made by Commissioner Downs and properly seconded by Commissioner Warnke, the Commission unanimously voted to accept the legal committee recommendations:
 1. *In the matter of J. Nicholas D'Ambrosia vs. Jean Poitevien- close; no violation.*
 2. *In the matter of J. Nicholas D' Ambrosia vs. Damayra Perez Ventura- close; no violation.*
 3. *In the matter of Robin Jenkins vs. Keith Carr – investigative report - close; no violation.*
 4. *In the matter of Sima Tessema re: Consent Order- reject request; Consent Order issued remains as written.*
 5. *In the matter of Meshelle Van Allen- Forward to OPLA Investigation Unit.*

Agenda Item – Education Committee Report

Upon a motion duly made by Commissioner Warnke and properly seconded by Commissioner Downs, the Commission unanimously voted to approve the Education Committee Report, attached hereto and made a part of the November 13, 2018, minutes.

Agenda Item – Budget

Mr. Lewis reviewed and discussed FY 2019 Proposed NPS Real Estate Guarantee O-Type Fund Budget

Agenda Item – Review of Calendar

The Commission reviewed the 2019 Real Estate Commission meeting dates. The Commission will meet on the second Tuesday of each month except August (recess).

Agenda Item – Old Business

Mr. Lewis advised the Commission that the Property Management Task Force has completed its charges regarding continuing education requirements and reciprocity requirements. He also advised the task force is still developing the pre-licensing course for property managers.

Agenda Item – New Business

- A. Nomination: Chair, Real Estate Commission- Upon a motion duly made by Commissioner Warnke and properly seconded by Commissioner Downs, the Commission unanimously voted to nominate Frank Pietranton as the Real Estate Commission Chair.
- B. Vote: Historic Preservation Seminar—May 2019- Upon a motion duly made by Commissioner Warnke and properly seconded by Commissioner Gulstone, the Commission unanimously voted to fund 250 real estate licensees to attend the Historic Preservation Seminar.
- C. Vote: Attendee—ARELLO Mid-Year Meeting- Upon a motion duly made by Commissioner Mattison Sky and properly seconded by Commissioner Downs, the Commission unanimously voted to authorize for Commissioner Gulstone, Commissioner Downs, Commissioner Pietranton, and Executive Director, Leon Lewis to attend the ARELLO Mid-Year Meeting on April 10-13, 2019 in Salt Lake City, Utah.
- D. Vote: Attendee—Real Estate Educator Annual Conference- Upon a motion duly made by Commissioner Downs and properly seconded by Commissioner Gulstone, the Commission unanimously voted to authorize Education Coordinator, Kevin Cyrus, and an additional attendee to attend the Real Estate Educator Annual Conference on June 27–July 1, 2019 in Austin, Texas.

Agenda Item – Correspondence

There was no correspondence reviewed at this meeting.

Agenda Item: Next Meeting

Next Scheduled Commission Meeting –December 11, 2018 at 10:30 am
1100 4th Street, SW, Meeting Rom 300 A-B, Washington, DC 20024

Agenda Item: Adjournment

Upon a motion duly made by Commissioner Warnke and properly seconded by Commissioner Downs, the meeting was adjourned at 11:06 am.

Respectfully submitted,



Frank Piefranton, Chair

12.11.2018
Date

Recorder & Transcriber: Brittani Strozier Daise, Commission Administrator



GOVERNMENT OF THE DISTRICT OF COLUMBIA
DC Real Estate Commission

MEMORANDUM

TO : Members of the DC Real Estate Commission

FROM : EDUCATION COMMITTEE
Danai Mattison Sky, Chairperson
Christine Warnke
Dave Forster
Kevin Cyrus, Education Coordinator

DATE : November 13, 2018

SUBJECT : Education Committee Meeting Report before the Commission

CE/PL APPLICATIONS: The following provider course/instructor applications were **approved** by the Education Committee since the October 9, 2018 meeting:

<u>PROVIDER</u>	<u>COURSE NAME</u>	<u>INSTRUCTOR(S)</u>
1. Academy of Real Estate	Determining Value of Commercial Properties Residential Property Management Essentials Foundations of Real Estate Finance Financing Options Today	Steve Weiler Steve Weiler Steve Weiler Daniel Caplan
2. The CE Shop, Inc	e-Pro Day 1 e-Pro Day 2 Technology Tools, Trends, and Risk Management Current Issues and Trends in Real Estate Preparing A Market Analysis - Best Practices Generating Buy and Seller Leads Real Estate Investing Building Wealth Representing Investors and Becoming One Yourself Real Estate Safety Matters Safe Business Smart Business Accredited Buyer's Representative Designation Course	Michael McAllister Michael McAllister Michael McAllister Michael McAllister Michael McAllister Michael McAllister Michael McAllister Michael McAllister Michael McAllister
3. Coldwell Banker Residential Brokerage (CBRB) School of Real Estate	DC Ethics 2017 - 2019	Jill Malloy Mary Chieppa
4. Weichert Real Estate School of MD	Principles and Practices of Real Estate for Salespersons	Leo Mayer

CE BANKING. To date, 85 schools have applied and are approved to offer 2,187 approved courses through the PSI CE Banking system for the 2017-2019 renewal cycle.

cc: C. Briggs, Interim Program Manager
L. Lewis, Executive Director
D. McCoy, Program Officer