

MEETING

WEST VIRGINIA REAL ESTATE COMMISSION
300 CAPITOL STREET, SUITE 400
CHARLESTON, WEST VIRGINIA 25301

December 10, 2018

The Commission met in regular session on December 10, 2018 at 300 Capitol Street, Charleston West Virginia. The following were in attendance:

Cheryl L. Dawson, Chairman
Kathryn L. Martin, Vice Chairman
Densil L. Nibert, Secretary
Robert D. Kennen, Commissioner
Jerry A. Forren, Executive Director
Robert W. Rucker, Investigator
Anthony Eates, Counsel

The minutes from the meeting held October 24, 2018 were approved with motion made by Commissioner Martin; second by Commissioner Kennen and passed.

Appearances

None

Commissioner Nibert moved to enter executive session to consider matters described in WV Code 6-9A-4(b)(2)(A), (4), (6) and/or (7); second by Commissioner Kennen and passed.

Commissioner Martin moved to return to regular session; second by Commissioner Nibert and passed.

BROKER APPLICANTS

Commissioner Nibert moved to approve the application, for broker license of Kendra Jean Chamberlain, of Gerrardstown, WV; second by Commissioner Martin and passed.

APPLICANTS WITH SPECIAL CONSIDERATION

Commissioner Nibert moved to approve the application for salesperson license of Cory Ann Fleming of Vienna, WV; second by Commissioner Martin and passed.

Commissioner Martin moved to approve the application for salesperson license of John Daniel Matthews of Madsville, WV; second by Commissioner Kennen and passed.

Commissioner Nibert moved to approve the application for salesperson license of Breana Ashley Ryan of Bridgeport, WV; second by Commissioner Kennen and passed.

Commissioner Nibert moved to approve the application for salesperson license of Ismael Carrino of Marshall, VA; second by Commissioner Kennen and passed.

Commissioner Martin moved to approve the application for salesperson license of Paul Glennon DiConsiglio of Tarpon Springs, FL; second by Commissioner Nibert and passed.

OTHER LICENSURE- RELATED ISSUES

Veterans United Realty's desire to become licensed was discussed. They may become a licensed entity if they follow the proper steps for licensing.

COMPLAINTS & INVESTIGATIONS

Relating to Complaint P-19-005, Commissioner Martin moved to find no probable cause; second by Commissioner Nibert and passed.

Relating to Complaint C-19-006, Commissioner Martin moved to find probable cause; second by Commissioner Nibert and passed.

Relating to Complaint P-19-007, Commissioner Nibert moved to find no probable cause; second by Commissioner Martin and passed.

Relating to Complaint P-19-008, Commissioner Kennen moved to find no probable cause; second by Commissioner Martin and passed.

Relating to Complaint P-19-009, Commissioner Kennen moved to find no probable cause; second by Commissioner Martin and passed.

REPORTS

Executive Director Report

Executive Director Forren presented his report. He updated the Commission on the status of Commissioner appointments, Chapter 30 Board training and items from that training, the Fayette/Nicholas County Board Meeting, an update on the progress of Phase II of the renewal and administration software updates, the need to look for new office space and clarification of the procedure for timing of complaint responses. All questions and concerns were addressed.

Broker Audit

The Broker Audit report was reviewed. All questions from the Commissioners were addressed.

Budget/Financial

Executive Director Forren reviewed the year-to-date financials as budgeted. Commissioner Kennen made a motion to receive the report; second by Commissioner Nibert and passed.

Settlement / Compliance Report

The Commission was briefed on the following settlements:

None

Education Report

All continuing education CE's were approved. Exam results and the New Licensee Report were reviewed.

Legislative Report

None

Personnel Matters

Executive Director Forren briefed the Commission on the status of the Administrative Assistant position and forms for the year end performance evaluation for Executive Director Forren were handed out.

Commissioner Kennen moved to approve a 5 percent pay increase for the staff and 6.1 percent for the Executive Director; second by Commissioner Martin and passed.

OLD & NEW BUSINESS

New Business

None

Old Business / Ongoing Projects

None

POLICIES, PRACTICES AND RULE CHANGES

None

TRAVEL AND PER DIEM EXPENSES

Per Diem payments were reported by the Commissioners as follows:

Cheryl L. Dawson	4 days
Densil L. Nibert	2 days
Kathy Martin	2 days
Robert D. Kennen	2 days

The next meeting of the Real Estate Commission is scheduled for Wednesday, January 16, 2019.

Commissioner Kennen made a motion to adjourn; second by Commissioner Martin and passed.

APPROVED: 1-16-19

Cheryl Lawson
Chairman

Ronald
Vice-Chairman