



IDFPR

Illinois Department of Financial and Professional Regulation

Division of Real Estate

www.idfpr.com

JB PRITZKER
Governor

MARIO TRETO, JR.
Secretary

LAURIE MURPHY
Director

Illinois Department of Financial & Professional Regulation, Division of Real Estate
Real Estate Administration and Disciplinary Board
OPEN Minutes

Date: April 14, 2022

Call to Order: 9:34 a.m. –Monica Gutierrez – Chairperson

Location: IDFPR – Division of Real Estate
Remotely via interactive webinar and/or telephonically because the Governor of the State of Illinois has issued a disaster declaration related to public health concerns and an in-person meeting is not practical or prudent because of the disaster described in that declaration, and because the Secretary of the Illinois Department of Financial and Professional Regulation has determined pursuant to the provisions of Section 7 of the Open Meetings Act that an in-person meeting is not practical or prudent because of a disaster

Board Member(s) Present: Valerie Acosta, Loretta Alonzo-Deubel, Joe Castillo, Laura Ellis, Gaspar Flores Jr., Oralia Herrera, Shirin Marvi, Carol Meinhart, Michael Oldenettel, Everett Ward, Norm Willoughby

Board Member(s) Absent: Joseph Nery, Nykea Pippion McGriff, Michael Prodehl

Division Staff Present: Adrienne Levatino – Associate General Counsel, Geetu Naik – Chief of Prosecutions, Jeremy Reed – Chief of Licensing and Education, Susan Sigourney – Board Liaison Debra Malinowski - Board Liaison

Guest(s) Present: Larry Toban – Real Estate Institute, Rocky Esposito – AHI Real Estate, Mike Fair – Your House Academy, Kirk Antkiewicz – Chicago Association of Realtors, Kate Sax – Mainstreet Organization of Realtors, Young Brockhouse – Illinois Realtors Licensing & Training Center, Wayne Paprocki – Real Estate Instructor, Cleo Aquino – SPIRE Real Estate Education

Topic	Discussion	Action
	<p>Due to recent amendments to the Open Meetings Act, Chairperson Monica Gutierrez made the following statement at the READ's Board meeting:</p> <p>"This meeting is being conducted by audio or video conference without the physical presence of a quorum of the members because the Governor of the State of Illinois has issued a disaster declaration related to public health concerns and an in-person meeting is not practical or prudent because of the disaster described in that declaration. This meeting is further being conducted by audio or videoconference because the Secretary of the Illinois Department of Financial and Professional Regulation has determined pursuant to the provisions of Section 7 of the Open Meetings Act that an in-person meeting is not practical or prudent because of a disaster."</p>	
Call to Order	Chairperson Monica Gutierrez opened the meeting.	The meeting was called to order at 9:34 am.
Approval of Open Minutes	The Board reviewed the Open Minutes from the March 10, 2022 Real Estate Administration and Disciplinary Board Meetings.	Motion made by Ward seconded by Oldenettel to approve the Open Minutes from the March 10, 2022 meeting.
Public Comments	There were no public comments.	
Licensing Report	<p>The Licensing Report for activity conducted in March, 2022 was presented and discussed. A copy of the report is attached to and made a part of these minutes.</p> <p>Mr. Reed mentioned that Director Murphy, several senior staff members, and he attended, in person, the Realtor of the Year on March 28, 2022.</p> <p>Mr. Reed reported that, as of April 13, 2022, there have been approximately 23,000 real estate broker renewal applications processed.</p> <p>Mr. Reed mentioned that one of the biggest problems that real estate brokers are having in renewing their license is they don't have their username and password. Mr. Reed mentioned that licensees may send an email to fpr.realestate@illinois.gov if they need assistance in resetting their username and password. Mr.</p>	

Topic	Discussion	Action
	<p>Reed further mentioned that he went to the Illinois Association of Realtors office where they filmed a video of him giving a step-by-step presentation on how to renew a real estate broker application using IDFPR’s online portal; the following is the link to that presentation: New video can help brokers save time and energy when renewing real estate licenses - Illinois REALTORS. IDFPR’s website has a link titled “2022 Real Estate Broker Renewal Help Sheet” that has step-by-step instructions on renewing a real estate broker license. IDFPR’s website has a paper option for a real estate broker renewal application for licensees to complete and mail to the Department.</p> <p>Mr. Reed mentioned that the online renewal application for the real estate residential leasing agent license is now available. Mr. Reed further mentioned that a new application for a real estate residential leasing agent license issued within the last 90 days of a renewal cycle will have the expiration date of July 31, 2024.</p> <p>Mr. Reed thanked the licensing team in processing the new/renewal applications and addressing the numerous emails.</p> <p>Mr. Reed mentioned that he had the opportunity to review several suggestions and ideas for the managing broker national exam with PSI. Mr. Reed is also working with Director Murphy and other members of the senior staff to determine what options may be available. Mr. Reed reported that the managing broker national pass rate was higher last month.</p> <p>Mr. Toban inquired about the actual pass rate for the national portion of the managing broker’s exam for the month of March 2022. Mr. Reed reported that the pass rate was twenty-two percent for first time candidates; twenty-eight percent for repeat candidates. Mr. Toban mentioned that over the last 3 years the average pass rate was approximately sixty-eight percent suggested that the Department let educators know if and how they can assist in improving this situation. Mr. Reed thanked Mr. Toban for providing the Department detailed information regarding this matter and mentioned that other providers could also send any ideas and/or comments to the Department. There were additional comments made.</p> <p>Mr. Toban inquired if the Department has any updates regarding continuing education audits for the prior renewal periods. Mr. Reed reported that the Department is in the final testing for the continuing education audit reports and is looking into how the</p>	

Topic	Discussion	Action
	Department will address the continuing education audits for the prior renewal periods.	
Education Report	The 2022 Education Report through the month of March was presented and distributed. A copy of the report is attached to and made a part of these minutes.	
Complaints Report	The 2022 Complaints Report through the month of March was presented and distributed. A copy of the report is attached to and made a part of these minutes.	
Audits Reports	The Audits Report for activity conducted in March, 2022 was presented and distributed. A copy of the report is attached to and made a part of these minutes.	
Investigations Report	The 2022 Investigations Report through the month of March was presented and distributed. A copy of the report is attached to and made a part of these minutes.	
Prosecutions Report	<p>The 2022 Prosecutions Report through the month of March was presented and distributed. A copy of the report is attached to and made a part of these minutes.</p> <p>Ms. Naik thanked the Board for their involvement with the informal conferences and formal hearings.</p>	
Real Estate Recovery Fund Report	The Real Estate Recovery Fund Report for the 2022 Fiscal Year through March 2022 was presented and distributed. A copy of the report is attached to and made a part of these minutes.	
Formal Hearing Schedule	There are three formal hearings scheduled.	
Old Business	There was no old business discussed.	
New Business	There was no new business discussed	
Motion to go into Closed Session	<p>Roll Call Vote:</p> <p>Valerie Acosta, yes</p> <p>Loretta Alonzo-Deubel, yes</p> <p>Joe Castillo, yes</p> <p>Gaspar Flores Jr., yes</p> <p>Oralia Herrera, yes</p> <p>Shirin Marvi, yes</p> <p>Carol Meinhart, yes</p>	A motion made by Marvi seconded by Alonzo-Deubel to go into Closed Session for purposes of reviewing Closed Minutes and for deliberations pursuant

Topic	Discussion	Action
	<p>Michael Oldenettel, yes Everett Ward, yes Norm Willoughby, yes</p>	<p>to Section 2 (c) (4) and (15) of the Open Meetings Act at 9:50 a.m. Motion carried by roll call vote.</p>
<p>Closed Session</p>	<p>The March 10, 2022 closed meeting minutes were reviewed by the Board.</p> <p>The Board reviewed the Consumer Complaints Review and Case File Review Committee’s reports for: <u>March 16, 2022</u> 3 Cases Recommended for Closure by Investigations 2 Cases Referred to Prosecutions by Investigations 1 Cases for Closure by Prosecutions 15 Complaints Referred to Investigations 7 Complaints Recommended for Closure <u>April 6, 2022</u> 3 Cases for Closure by Prosecutions 10 Complaints Referred to Investigations 6 Complaints Recommended for Closure</p> <p>The Board deliberated on pending enforcement actions.</p>	
<p>Motion to go into Open Session</p> <p>Approval of March 10, 2022 Closed Minutes</p>		<p>A motion made by Meinhart seconded by Ellis, to go into Open Session at 10:27 a.m. Motion carried by roll call vote.</p> <p>Motion made by Alonzo-Deubel, seconded by Marvi to approve the March 10, 2022 Closed Minutes. Motion carried by roll call vote.</p> <p>Motion made Alonzo-Deubel seconded by Ellis to ratify the actions of Consumer</p>

Topic	Discussion	Action
Orders	<p>8 Consent and Non-Disciplinary Orders were reviewed and discussed in Closed Session.</p> <p>The Board received a report that reflected that there were 2 final actions by the Director on Consent Orders previously signed by the Board. 2018-00813 Alharoon Husain 2019-07413 Jennifer Fielder</p>	<p>Complaint Review (CCR) and Case File Review Committee (CRC) and to approve the Board's recommendations that includes Shirin Marvi authorizing her electronic signature on the orders presented in Closed Session. Motion carried by roll call vote.</p> <p>The Board signed 8 Consent and Non-disciplinary Orders.</p>
Adjournment	The next meeting is scheduled for May 12, 2022.	There being no further business to discuss motion made by Alonzo-Deubel, seconded by Acosta to adjourn at 10:31 a.m. Motion carried by roll call vote.

**LICENSE REPORT
CALENDAR YEAR 2022**

MARCH

PROFESSION	SPONSOR CHG.	INITIAL LIC.	RENEWALS	ACTIVE
RE Managing Broker	94	46	17	15,460
Residential Leasing Agent	48	72	6	4,419
Real Estate Broker	768	594	8,430	63,855
RE Branch Office	13	16	1	1,208
Real Estate Broker Corporation	7	7	13	3,430
Real Estate Broker Partnership	1	0	0	30
RE Limited Liability Firm	6	32	7	2,270
RE Virtual Office	0	0	0	-
RE Education Provider	0	0	0	67
RE Pre-Lic Instructor	0	3	0	254
RE Pre-Lic Course	0	1	0	473
RE CE Instructor	0	3	1	161
Real Estate CE Course	0	1	0	579
TOTAL	937	775	8,475	92,206

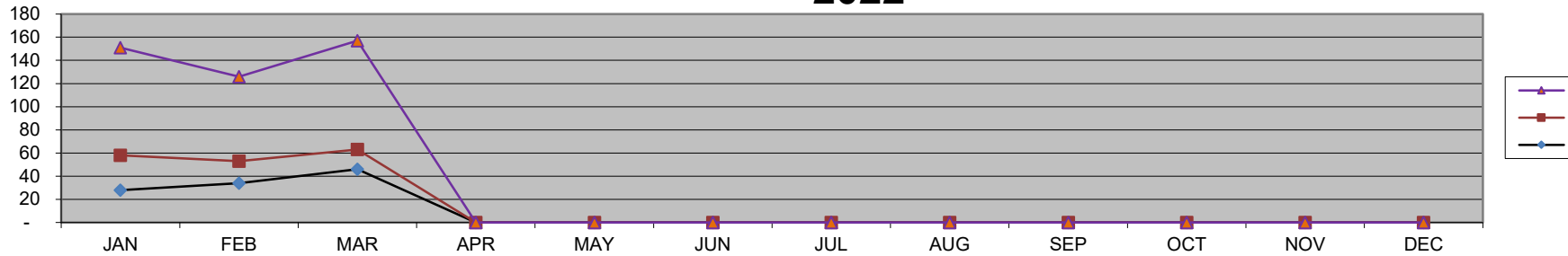
MANAGING BROKER 2022

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
INITIAL LIC.	28	34	46									
RENEWALS	30	19	17									
SPONSOR CHG.	93	73	94									
TOTAL ACTIVE	15,353	15,390	15,460									

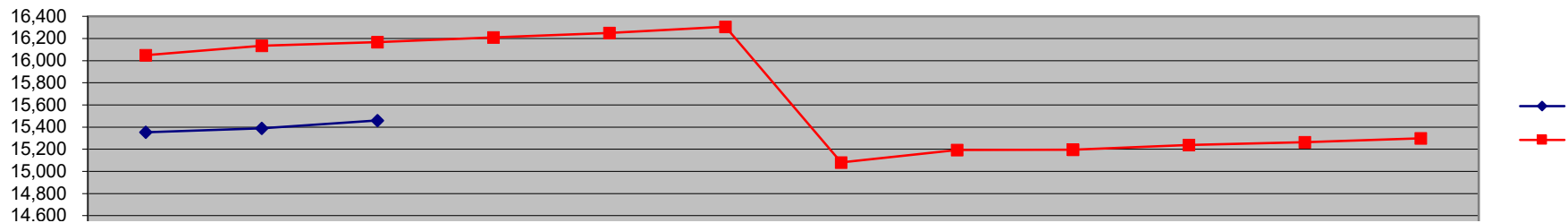
MANAGING BROKER 2021

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
INITIAL LIC.	7	93	37	35	54	54	41	34	39	25	22	22
RENEWALS	8	3,437	2,239	6,994	1,425	110	35	70	40	27	22	21
SPONSOR CHG.	126	93	105	124	88	78	77	98	87	85	90	126
TOTAL ACTIVE	16,048	16,134	16,168	16,209	16,251	16,306	15,081	15,194	15,196	15,239	15,263	15,299

MANAGING BROKER 2022



ACTIVE MANAGING BROKERS 2022 vs. 2021



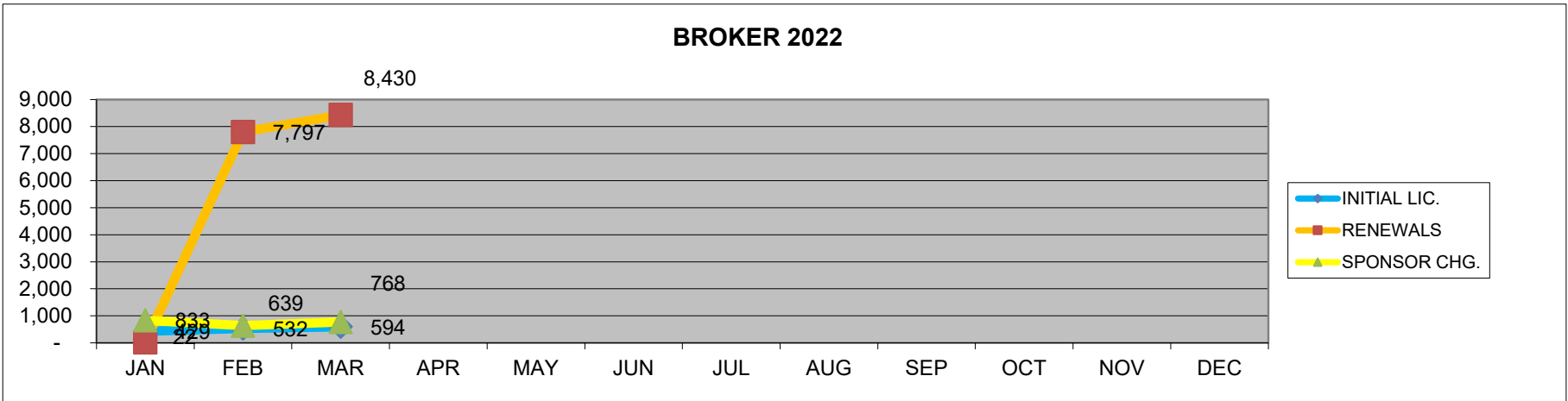
BROKER 2022

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
INITIAL LIC.	429	532	594									
RENEWALS	22	7,797	8,430									
SPONSOR CHG.	833	639	768									
TOTAL ACTIVE	62,790	63,276	63,855									

BROKER 2021

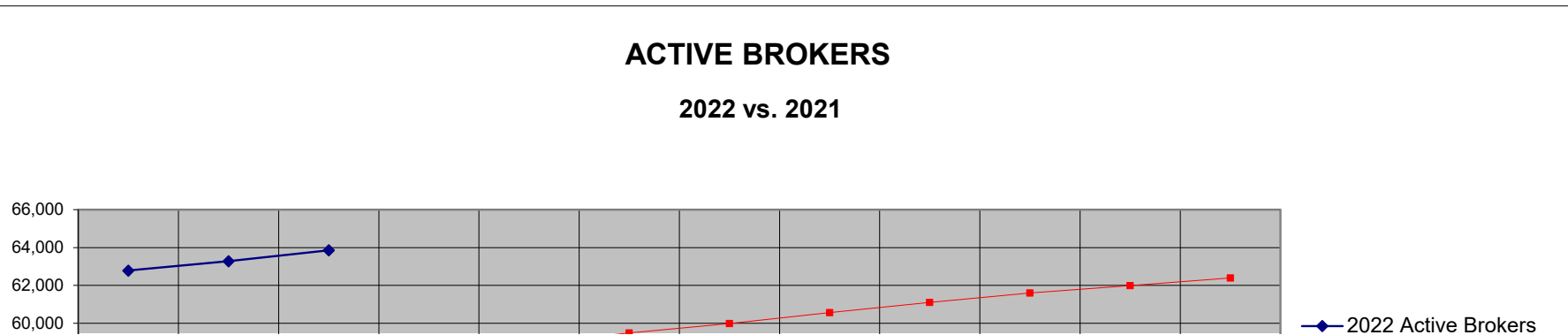
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
INITIAL LIC.	492	484	654	644	623	558	498	623	534	575	455	440
RENEWALS	239	174	150	231	75	61	32	38	21	19	17	19
SPONSOR CHG.	926	668	697	670	569	508	516	604	619	676	607	1,057
TOTAL ACTIVE	56,134	56,718	57,492	58,284	58,938	59,497	59,985	60,573	61,104	61,609	61,993	62,397

BROKER 2022



ACTIVE BROKERS

2022 vs. 2021



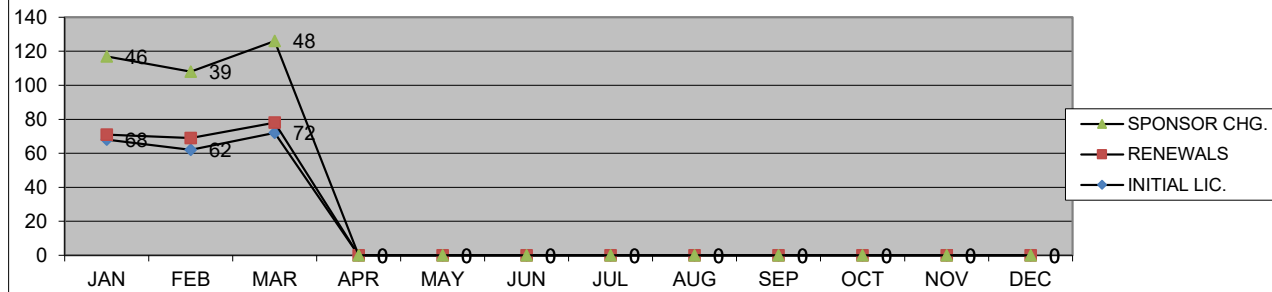
RESIDENTIAL LEASING AGENT 2022

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
INITIAL LIC.	68	62	72									
RENEWALS	3	7	6									
SPONSOR CHG.	46	39	48									
TOTAL ACTIVE	4,314	4,361	4,419									

RESIDENTIAL LEASING AGENT 2021

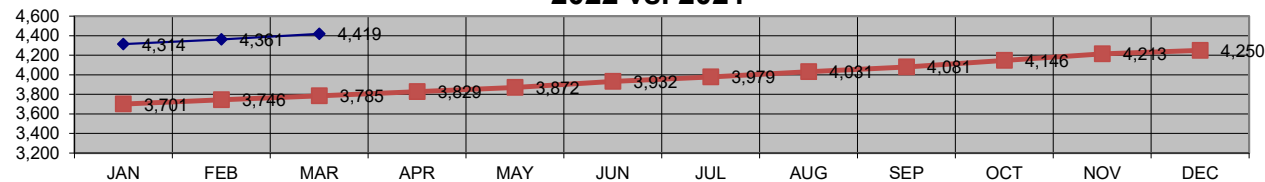
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
INITIAL LIC.	54	45	53	47	41	62	51	62	52	75	74	59
RENEWALS	24	16	23	12	14	9	11	8	3	1	7	3
SPONSOR CHG.	31	30	38	62	23	23	32	35	32	30	32	35
TOTAL ACTIVE	3,701	3,746	3,785	3,829	3,872	3,932	3,979	4,031	4,081	4,146	4,213	4,250

LEASING AGENT 2022



ACTIVE RESIDENTIAL LEASING AGENTS

2022 vs. 2021



as of...

2/28/2022

3/31/2022

License prefix	License Type	Active Licenses	Active Licenses
440	Licensed Auctioneer	285	285
441	Licensed Auctioneer	720	729
444	Licensed Auction Firm	174	177
445	Licensed Auction CE School	5	5
446	Licensed Auction CE Course	46	46
Totals		1,230	1,242

License prefix	License Type	Active Licenses	Active Licenses
553	Certified General Real Estate Appraiser	1,312	1,324
555	Licensed Appraiser Education Provider	20	20
556	Certified Residential Real Estate Appraiser	1,782	1,789
557	Associate Real Estate Trainee Appraiser	346	368
558	Appraisal Management Company	157	157
572	Temporary Practice Real Estate Appraiser	44	49
573	Licensed Appraiser Pre-Lic Course	120	120
575	Licensed Appraiser CE Course	393	399
Totals		4,174	4,226

License prefix	License Type	Active Licenses	Active Licenses
261	LICENSED COMMUNITY ASSOCIATION MANAGER	1,724	1,752
Totals		1,724	1,752

License prefix	License Type	Active Licenses	Active Licenses
450	Licensed Home Inspector	1,849	1,883
451	Licensed Home Inspector Entity	413	415
452	Licensed Home Inspector Education Provider	22	22
453	Licensed Home Inspector Pre-License Course	22	22
454	Licensed Home Inspector CE Course	102	105
Totals		2,408	2,447

Total Licenses	9,536	9,667
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2022 Real Estate Examination Pass Rates - Pass Rate

		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Managing Broker National	First Time	13%	5%	22%									
	Repeat	26%	33%	28%									
	Total Test Takers	88	86	121									
Managing Broker State	First Time	86%	69%	76%									
	Repeat	80%	67%	89%									
	Total Test Takers	47	45	73									
Managing Broker Reciprocity Exam	First Time	60%	82%	50%									
	Repeat	0%	100%	0%									
	Total Test Takers	5	12	8									
Broker National	First Time	46%	42%	44%									
	Repeat	35%	44%	33%									
	Total Test Takers	1026	1127	1386									
Broker State	First Time	52%	55%	59%									
	Repeat	47%	44%	48%									
	Total Test Takers	853	962	1156									
Broker Reciprocity Exam	First Time	38%	58%	64%									
	Repeat	13%	44%	33%									
	Total Test Takers	65	69	85									
Leasing Agent National	First Time	52%	58%	47%									
	Repeat	44%	56%	48%									
	Total Test Takers	140	131	134									

2021 Real Estate Examination Pass Rates - Pass Rate

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Managing Broker	39%	45%	37%	41%	43%	30%	43%	38%	26%	32%	52%	54%
First Timers	63%	60%	65%	63%	61%	50%	58%	47%	40%	50%	58%	56%
Repeaters	6%	5%	0%	13%	13%	6%	11%	20%	7%	26%	32%	44%
Total Number Tested	80	75	83	75	65	80	54	64	68	63	55	46
Broker	45%	44%	45%	41%	41%	41%	40%	37%	36%	36%	44%	46%
First Timers	52%	51%	53%	48%	47%	45%	45%	42%	41%	42%	43%	49%
Repeaters	37%	36%	34%	33%	34%	35%	33%	32%	32%	39%	42%	40%
Total Number Tested	1512	1470	1658	1608	1373	1352	1260	1197	1143	1033	969	939
Leasing Agent	49%	51%	45%	59%	56%	56%	48%	52%	52%	49%	56%	52%
First Timers	54%	56%	55%	65%	66%	59%	49%	55%	53%	52%	57%	55%
Repeaters	43%	41%	33%	49%	41%	51%	48%	49%	51%	47%	50%	48%
Total Number Tested	129	119	133	165	133	144	120	145	126	130	81	67

2020 Real Estate Examination Pass Rates - Pass Rate

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Managing Broker	41%	47%	54%	33%	40%	39%	36%	48%	47%	56%	45%	35%
Total Number Tested	78	92	71	9	30	54	59	66	87	85	60	92
Broker	46%	47%	50%	49%	57%	55%	50%	50%	48%	45%	43%	46%
Total Number Tested	935	961	613	41	315	800	850	953	1136	1511	1212	1656
Leasing Agent	52%	54%	43%	60%	60%	42%	51%	54%	55%	53%	53%	50%
Total Number Tested	151	122	92	5	47	90	142	123	128	207	117	151

Division of Real Estate
2018 Education Report

DRE Education's Pipeline

2022	(512)	(513)	(563)	(564)	(515)	DRE Education's Pipeline		
	Pre-License Instructors Licensed	Pre-License Courses Licensed	CE Instructors Licensed	CE Courses Licensed	Education Providers Licensed	Total # of Licenses Issued	# in Process	Pending Provider Info
January	0	16	3	14	2	35	22	22
February	3	1	3	9	0	16	28	28
March	3	0	0	1	0	4	12	
April						0		
May						0		
June						0		
July						0		
August						0		
September						0		
October						0		
November						0		
December						0		
YTD Total	6	17	6	24	2	55		
	512	513	563	564	515			
Total Active Licenses	247	472	156	571	67	Diane Green Nate Chandler		

March 2022
Complaint Report

Column1	New RE Complaints	New RE Complaints Assigned To Investigations	Complaints Closed At Intake Review	RE Matters Closed At CCR
January	42	19	9	14
February	33	21	3	9
March	43	25	5	13
April	0			
May	0			
June	0			
July	0			
August	0			
September	0			
October	0			
November	0			
December	0			
Total	118	65	17	36

**MONTHLY AUDIT REPORT
READ Board – April 14, 2022**

Licensees that have not yet had an audit in the Chicago Area region are continuing to be assigned to the non-Chicago Area Region examiners. In the effort to accelerate the number of audits to be conducted, *Brokerage Verification Reports* are being mailed to these licensees. This report allows the examiner to assess the level of activity of the licensee then complete the audit process by mail or schedule an on-site audit. From the total number of first audits closed in March, 39 files were in this region.

FIRST AUDITS COMPLETED

RESOLUTION TYPE: BROKERAGE VERIFICATION REPORT – NOT PRACTICING

TOTAL COMPLETED: 14

An audit conducted by mail and the licensee has not performed licensed real estate activity within the past three years.

RESOLUTION TYPE: BROKERAGE VERIFICATION REPORT – PRACTICING

TOTAL COMPLETED: 21

An audit conducted by mail and the licensee has performed licensed real estate activity within the past three years.

RESOLUTION TYPE: INSPECTED – NOT PRACTICING

TOTAL COMPLETED: 0

An on-site audit has been conducted and the licensee has not performed licensed real estate activity within the past three years.

RESOLUTION TYPE: INSPECTED – PRACTICING

TOTAL COMPLETED: 0

An on-site audit has been conducted and the licensee has performed licensed real estate activity within the past three years.

RESOLUTION TYPE: NOT INSPECTED

TOTAL CLOSED: 2

This category is comprised of licensees not requiring an audit. This includes licensees that are out-of-state residents, deceased licensees, companies that are out of business (or license status has become “inactive”) or change of sponsorship.

RESOLUTION TYPE: REFERRED TO SUPERVISOR

TOTAL CLOSED: 2

This category is comprised of licensees that have either not responded to a *Brokerage Verification Report* after two attempts from the examiner or has failed to appear for the scheduled on-site audit after two attempts.

RESOLUTION TYPE: SUPERVISOR REFERRAL TO PROSECUTION

TOTAL CLOSED: 0

This category is comprised of licensees that have not responded to a *Brokerage Verification Report* after three attempts from the supervisor. In these instances, the licensee has either failed to notify IDFPR of their correct address or failed to respond.

FOLLOW-UP AUDITS COMPLETED BY EXAMINER

First audits conducted wherein violations have been found are required to show compliance. Completed in March:

RESOLUTION TYPE: IN COMPLIANCE

TOTAL COMPLETED: 12

RESOLUTION TYPE: ACKNOWLEDGEMENT PAGE ONLY

TOTAL COMPLETED: 1

AUDITS REFERRED TO SUPERVISOR – CLOSED

Licensees with remaining issues after an initial audit and follow-up or licensees that are unresponsive are referred to supervisor for review and further action. Completed in March:

RESOLUTION TYPE: ISSUES RESOLVED

TOTAL COMPLETED: 1

RESOLUTION TYPE: REFERRED TO PROSECUTIONS

TOTAL COMPLETED: 1

RESOLUTION TYPE: RETURNED TO EXAMINER WITH INSTRUCTION

TOTAL COMPLETED: 2

Real Estate Recovery Fund

FY2021	Beginning Balance	Revenue	Interest	Transfers In	Expenditures	Transfers Out	Sweeps/Borrowing	Ending Balance
July	\$1,468,634.59	\$13,730.34						\$ 1,482,364.93
August	\$1,482,364.93	\$11,579.01			(\$5,752.85)			\$ 1,488,191.09
September	\$1,488,191.09	\$20,478.60						\$ 1,508,669.69
October	\$1,508,669.69	\$30,375.29						\$ 1,539,044.98
November	\$1,539,044.98							\$ 1,539,044.98
December	\$1,539,044.98	\$2,835.00						\$ 1,541,879.98
January	\$1,541,879.98	\$350,509.42						\$ 1,892,389.40
February	\$1,892,389.40	\$18,756.83						\$ 1,911,146.23
March	\$1,911,146.23	\$1,000,717.88						\$ 2,911,864.11
April								\$ -
May								\$ -
June								\$ -
Total		\$ 1,448,982.37	\$ -	\$ -	\$ (5,752.85)	\$ -	\$ -	
* Statutory Transfers								