



IDFPR

Illinois Department of Financial and Professional Regulation

Division of Real Estate

idfpr.illinois.gov

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: February 13, 2025

Call to Order: 9:39 a.m. – Jennifer Rossiter Moreno - Chairperson

Location: IDFPR - Division of Real Estate
555 West Monroe Street 5th Floor, Conference Room 5C5
Chicago, IL 60661
And
Via Interactive Video Conference
320 West Washington Street, 2nd Floor, Conference Room 258
Springfield, IL 62786

Board Member(s) Present: Valerie Acosta, Loretta Alonzo-Deubel, Gaspar Flores Jr., Victoria Sampah, Alberta Johnson, David Levin, Carol Meinhart, Michael Oldenettel, Norman Willoughby, Theodore Yi

Board Member(s) Absent: Joe Castillo, Oralia Herrera, Shirin Marvi, Nykea Pippion McGriff

Division Staff Present: Jennifer Rossiter Moreno – Real Estate Coordinator and Chief of Examinations, Adrienne Levatino – Associate General Counsel, Jeremy Reed – Deputy Director of the Division of Real Estate, Merle Shearer – Chief of Prosecutions, Hector Rodriguez – Chief of Investigations, Stephen Kehoe- Staff Attorney, Daniel Kazlauski – Staff Attorney, Kim Prickett – Operations Manager, Susan Sigourney – Board Liaison,

Guest(s) Present: Derek Abbott, Kirk Antkiewicz – Chicago Association of Realtors, Elizabeth Dickheiser, Young Brockhouse – Illinois Realtors, Carrie Elliott – Illinois Realtors, Rocky Esposito – AHI Real Estate, Melissa Cannata – CE Shop, Mike Fair – Your House Academy, Marilyn Glazer – Colibri RE Express, Sharon Halperin -Oak Park Area Association of Real Estate, Leo Schwartz - CAR

Topic	Discussion	Action
Call to Order	Following a roll call to ascertain the presence of a quorum of members, Chairperson Jennifer Rossiter Moreno called the meeting to order.	The meeting was called to order at 9:39 a.m.
Approval of Open Minutes	The Board reviewed the Open Minutes from the January 9, 2025, Real Estate Administration and Disciplinary Board meeting.	Motion was made by Yi seconded by Alonzo-Deubel to approve the Open Minutes from the January 9, 2025, meeting. Motion carried unanimously.
Public Comments	<p>Members of the public introduced themselves. Leo Schwartz inquired about the status of the Real Estate rules. Adrienne Levatino explained the Real Estate rules have not been submitted to the Joint Committee on Administrative Rules (JCAR) at this time.</p> <p>Jennifer Rossiter Moreno introduced Kim Prickett to the Board. Kim Prickett is the new Operations Manager for the Division of Real Estate.</p>	
Licensing Report	<p>The 2025 Licensing Report for activity conducted in January was presented and distributed. A copy of the report is attached to and made a part of these minutes.</p> <p>Susan Sigourney presented Nathaniel Chandler’s Licensing and Education Report to the Board:</p> <ul style="list-style-type: none"> • The Managing Broker renewal opened on January 31, 2025. Managing Brokers have until April 30, 2025, to renew online without a late penalty. <ul style="list-style-type: none"> ○ Online renewal instructions are available on the Division’s website. ○ Paper renewal applications are also available on the Division’s real estate brokerage page. • The process of updating the licensing exams for Managing Broker and Brokers begins soon. 	

Topic	Discussion	Action
	<ul style="list-style-type: none"> ○ Thank you to the various Board members and educators who have volunteered to be subject matter experts (SMEs) for this project. ● The revised real estate course curriculums were introduced at the beginning of the year and are available on the Division’s real estate brokerage page. <ul style="list-style-type: none"> ○ The new curriculums consist of the 6-hour Core course, the Broker Management CE course, and the pre-license endorsement courses for Brokers and Managing Brokers. ○ We encourage education providers to submit their revised courses as soon as conveniently possible. ○ Providers may begin offering the new courses as soon as they are approved by the Department. ○ The official effective date of the new curriculum is July 1, 2025, at which point ONLY the new curriculums may be offered, and the old curriculums expired and not renewable. 	
Education Report	<p>Jeremy Reed explained to the Board that the 2026 broker renewal will require brokers to complete the new 6-hour core curriculum; however, our department will accept the 4-hour core course, if that 4-hour course was taken prior to the expiration of that course, which is June 30, 2025.</p> <p>Jeremy Reed encouraged the brokers that have completed the 4-hour course to consider taking a Fair Housing course as an elective prior to the 2026 renewal.</p>	
Complaints Report	<p>The 2025 Complaints Report through the month of January was presented and distributed. A copy of the report is attached to and made a part of these minutes.</p>	
Audits Reports	<p>The Audits Report for activity conducted in January 2025 was presented and distributed. A copy of the report is attached to and made a part of these minutes.</p>	
Investigations Report	<p>The 2025 Investigations Report through the month of January was presented and distributed. A copy of the report is attached to and made a part of these minutes.</p>	

Topic	Discussion	Action
	Hector Rodriguez informed the Board that a new investigator has been hired for the Division of Real Estate - Investigations Unit.	
Prosecutions Report	The 2025 Prosecutions Report through the month of January was presented and distributed. A copy of the report is attached to and made a part of these minutes.	
Formal Hearing Schedule	There is one Formal Hearings scheduled at this time.	
Old Business	There was no Old Business discussed.	
New Business	<p>Jennifer Rossiter Moreno informed the Board that the five mandatory OneNet training courses are available now and the Board members must complete these 5 required courses prior to March 31, 2025.</p> <p>OneNet Training Courses for 2025:</p> <ul style="list-style-type: none"> o Diversity, Equity, Inclusion and Accessibility Training o Ethics Training Program for State Employees and Appointees o Harassment and Discrimination Prevention Training o Security Awareness o LGBTQIA + Equity and Inclusion 	
Motion to go into Closed Session	<p>Roll Call Vote:</p> <p>Valerie Acosta, yes Loretta Alonzo-Deubel, yes Gaspar Flores Jr, - yes Alberta Johnson, yes David Levin, yes, via WebEx Carol Meinhart, yes Michael Oldenettel, yes Victoria Sampah, yes Norman Willoughby, yes Theodore Yi, yes</p>	<p>Motion was made by Sampah and seconded by Alonzo-Deubel to go into Closed Session for purposes of reviewing Closed Minutes and for deliberations pursuant to Section 2 (c) (4) and (15) of the Open Meetings Act at 9:57 a.m. Motion carried unanimously.</p> <p>Motion was made by Yi and seconded by Johnson to allow David Levin to</p>

Topic	Discussion	Action
		attend the meeting remotely due to an emergency. Motion carried unanimously.
Closed Session	<p>The January 9, 2025, Closed Session minutes were reviewed by the Board.</p> <p>The Board reviewed the Consumer Complaints Review and Case File Review Committees' reports for:</p> <p><u>January 15, 2025</u></p> <ul style="list-style-type: none"> 6 Cases Recommended for Closure by Investigations 5 Case Referred to Prosecutions by Investigations 7 Cases for Closure by Prosecutions 4 Complaints Referred to Investigations. 0 Complaints Recommended for Closure <p><u>February 5, 2025</u></p> <ul style="list-style-type: none"> 6 Cases Recommended for Closure by Investigations 2 Cases Referred to Prosecutions by Investigations 2 Cases for Closure by Prosecutions 8 Complaints Referred to Investigations. 7 Complaints Recommended for Closure <p>The Board deliberated on pending disciplinary actions.</p>	
<p>Motion to go into Open Session</p> <p>Approval of January 9, 2025, Closed Minutes</p> <p>Ratify Actions Taken in</p>		<p>Motion made by Acosta, seconded by Alonzo-Deubel to go into Open Session at 10:35 a.m. Motion carried unanimously.</p> <p>Motion made by Acosta, seconded by Flores Jr, to approve the Closed Minutes of the January 9, 2025, Board meeting. Motion carried unanimously.</p> <p>Motion made by</p>

LICENSE REPORT
CALENDAR YEAR 2025
JANUARY

Prefix	PROFESSION	SPONSOR CHG.	INITIAL LIC.	RENEWALS	ACTIVE
471	RE Managing Broker	103	4	283	14,915
473	Residential Leasing Agent	44	63	15	2,986
475	Real Estate Broker	953	307	58	54,992
477	RE Branch Office	21	13	10	1,134
478	Real Estate Broker Corporation	4	2	64	2,422
479	Real Estate Broker Partnership	0	0	0	20
481	RE Limited Liability Firm	12	16	65	1,892
495	RE Virtual Office	1	3	0	91
515	RE Education Provider	0	1	0	72
512	RE Pre-Lic Instructor	0	0	0	288
513	RE Pre-Lic Course	0	7	0	499
563	RE CE Instructor	0	2	0	157
564	Real Estate CE Course	0	15	0	723
	TOTAL	1,138	433	495	80,191

MANAGING BROKER 2025

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
INITIAL LIC.	4											
RENEWALS	283											
SPONSOR CHG.	104											
2025 TOTAL ACTIVE	14,911											

MANAGING BROKER 2024

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
INITIAL LIC.	54	39	41	98	24	37	33	21	22	23	19	10
RENEWALS	18	20	22	43	37	19	14	14	14	18	8	8
SPONSOR CHG.	76	81	70	85	82	65	68	91	96	106	74	86
2024 TOTAL ACTIVE	14,383	14,442	14,510	14,636	14,689	14,749	14,779	14,814	14,838	14,868	14,887	14,893

2025 Managing Broker Initial Licenses Issued



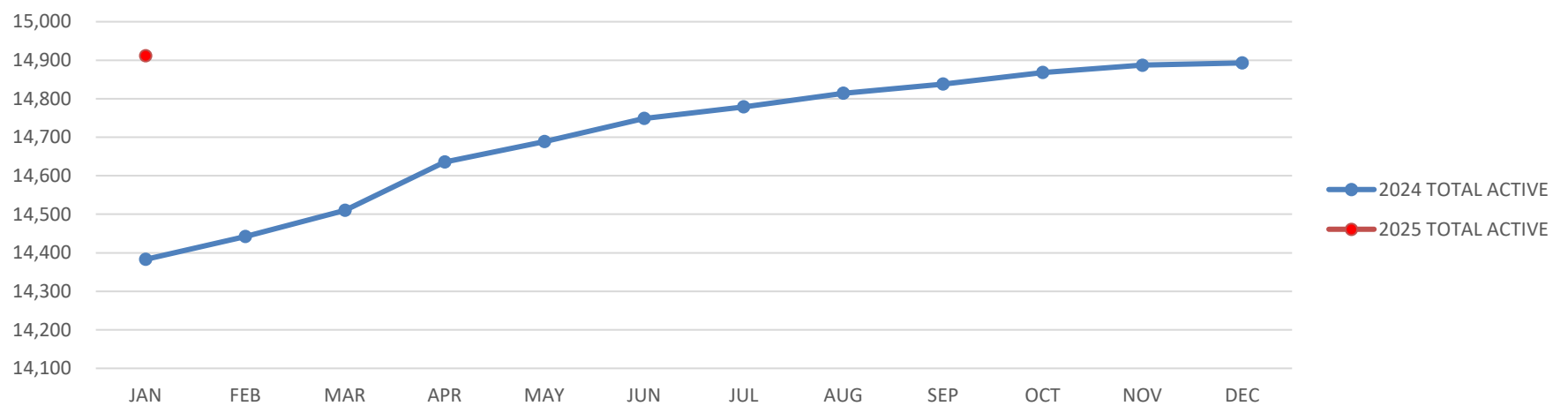
2025 Managing Broker Renewals by Month



2025 Managing Broker Sponsor Changes by Month



2025 v. 2024 Active Managing Brokers



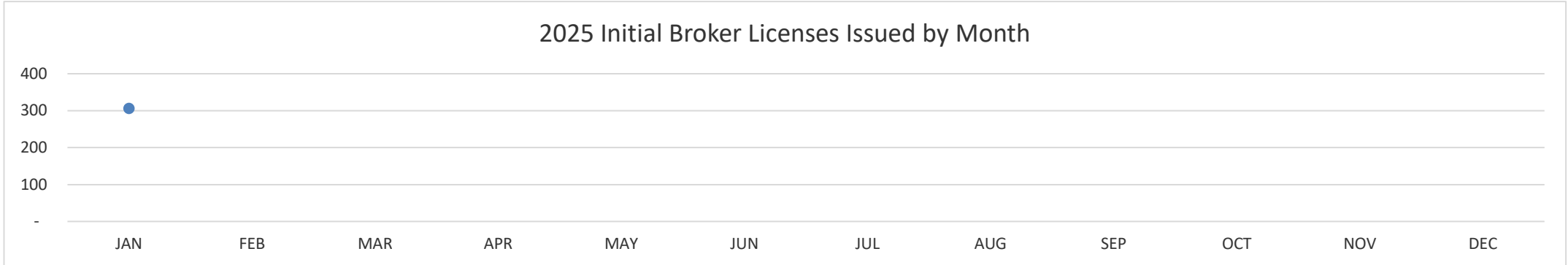
BROKER 2025

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
INITIAL LIC.	307											
RENEWALS	58											
SPONSOR CHG.	950											
2025 TOTAL ACTIVE	54,991											

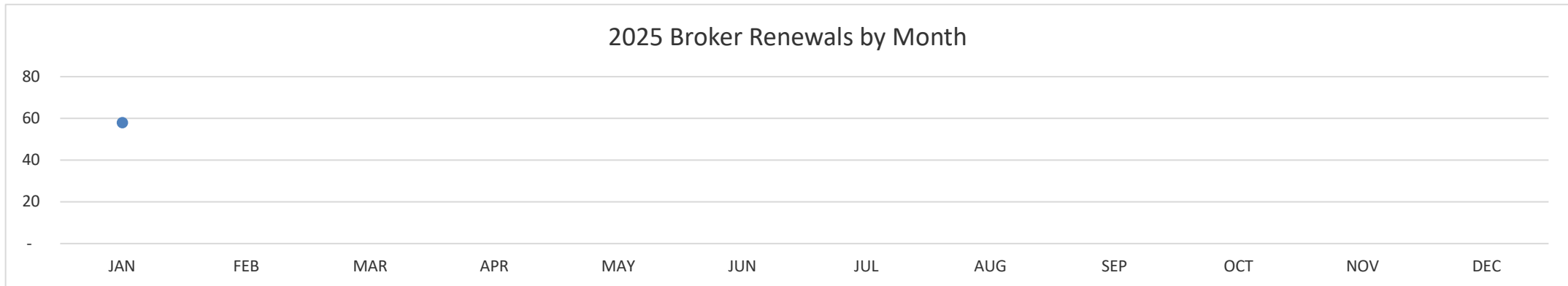
BROKER 2024

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
INITIAL LIC.	345	349	366	375	408	401	298	302	317	301	279	249
RENEWALS	38	8,404	8,586	29,260	2,877	362	288	196	140	80	57	49
SPONSOR CHG.	945	766	892	881	616	498	617	688	848	1,458	680	766
2024 TOTAL ACTIVE	59,948	60,258	60,624	61,019	61,396	52,395	52,892	53,426	53,787	54,119	54,424	54,679

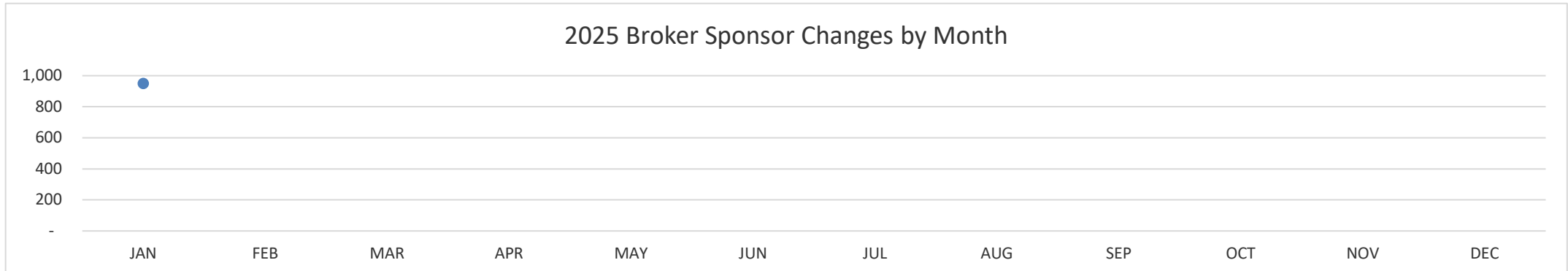
2025 Initial Broker Licenses Issued by Month



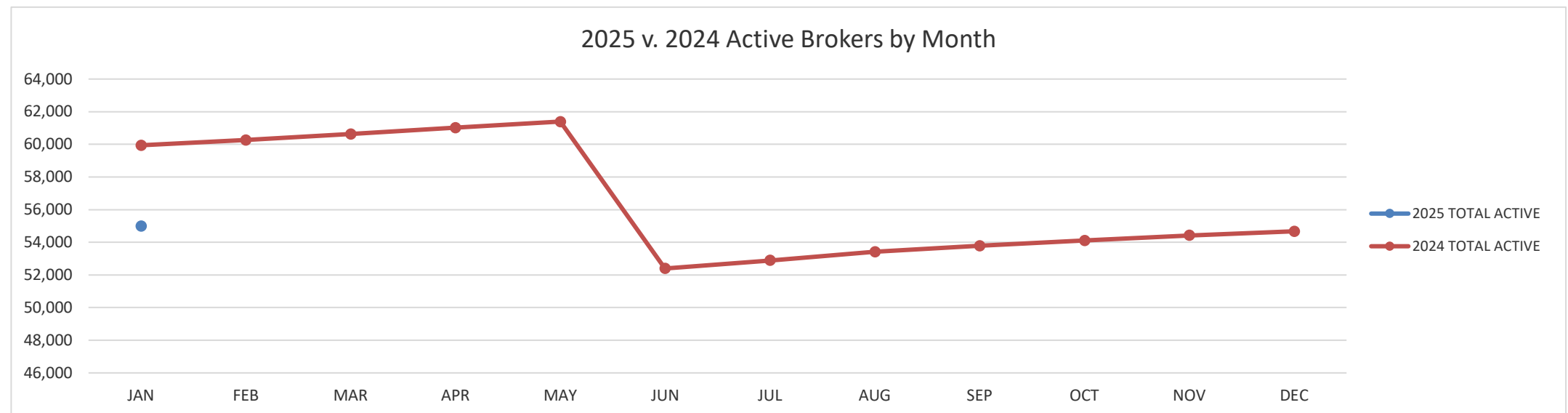
2025 Broker Renewals by Month



2025 Broker Sponsor Changes by Month



2025 v. 2024 Active Brokers by Month



RESIDENTIAL LEASING AGENT 2025

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
INITIAL LIC.	63											
RENEWALS	15											
SPONSOR CHG.	41											
2025 TOTAL ACTIVE	2,983											

RESIDENTIAL LEASING AGENT 2024

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
INITIAL LIC.	59	55	59	28	101	58	60	67	54	55	46	37
RENEWALS	4	13	2	12	494	489	1230	133	47	32	14	14
SPONSOR CHG.	25	32	52	40	32	40	69	42	51	47	25	28
2024 TOTAL ACTIVE	3,425	3,483	3,531	3,593	3,672	3,727	3,786	3,855	2,723	2,809	2,862	2,915

2025 Residential Leasing Agent Initial Licenses Issued by Month



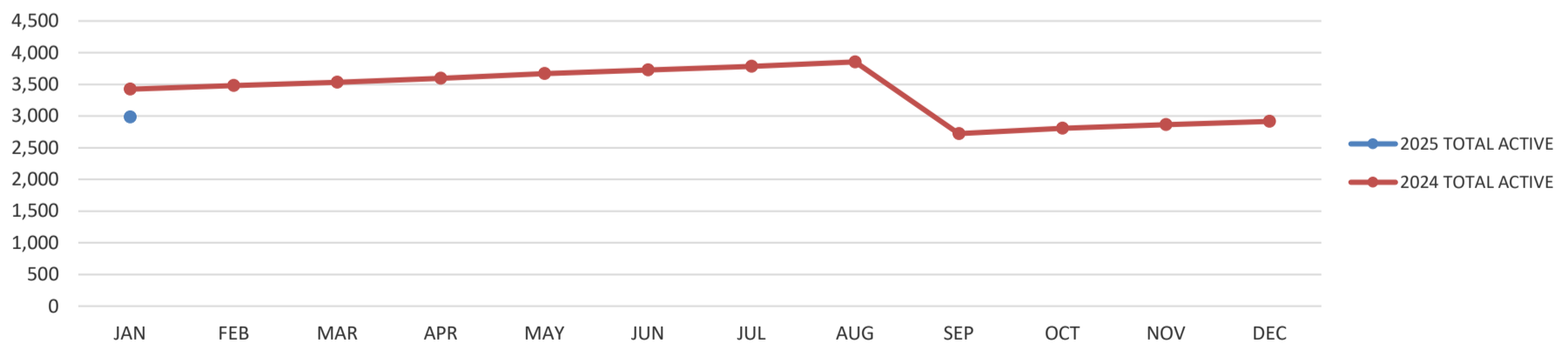
2025 Residential Leasing Agent Renewals by Month



2025 Residential Leasing Agent Sponsor Changes by Month



2025 v. 2024 Residential Leasing Agent Active License Count



as of...

12/31/2024

1/31/2025

License prefix	License Type	Active Licenses	Active Licenses
440	Licensed Auctioneer	239	240
441	Licensed Auctioneer	755	763
444	Licensed Auction Firm	198	202
445	Licensed Auction CE School	6	6
446	Licensed Auction CE Course	42	42
Totals		1,240	1,252

License prefix	License Type	Active Licenses	Active Licenses
553	Certified General Real Estate Appraiser	1,403	1,410
555	Licensed Appraiser Education Provider	17	18
556	Certified Residential Real Estate Appraiser	1,717	1,717
557	Associate Real Estate Trainee Appraiser	350	352
558	Appraisal Management Company	140	139
572	Temporary Practice Real Estate Appraiser	43	47
573	Licensed Appraiser Pre-Lic Course	102	102
575	Licensed Appraiser CE Course	404	422
Totals		4,176	4,207

License prefix	License Type	Active Licenses	Active Licenses
261	LICENSED COMMUNITY ASSOCIATION MANAGER	2,031	2,049
291	Community Association Management Firm	178	183
292	CAM Education Sponsor	9	11
293	CAM CE Course	20	27
Totals		2,241	2,273

License prefix	License Type	Active Licenses	Active Licenses
450	Licensed Home Inspector	1,859	1,350
451	Licensed Home Inspector Entity	199	132
452	Licensed Home Inspector Education Provider	24	24
453	Licensed Home Inspector Pre-License Course	29	29
454	Licensed Home Inspector CE Course	170	170
Totals		2,281	1,705

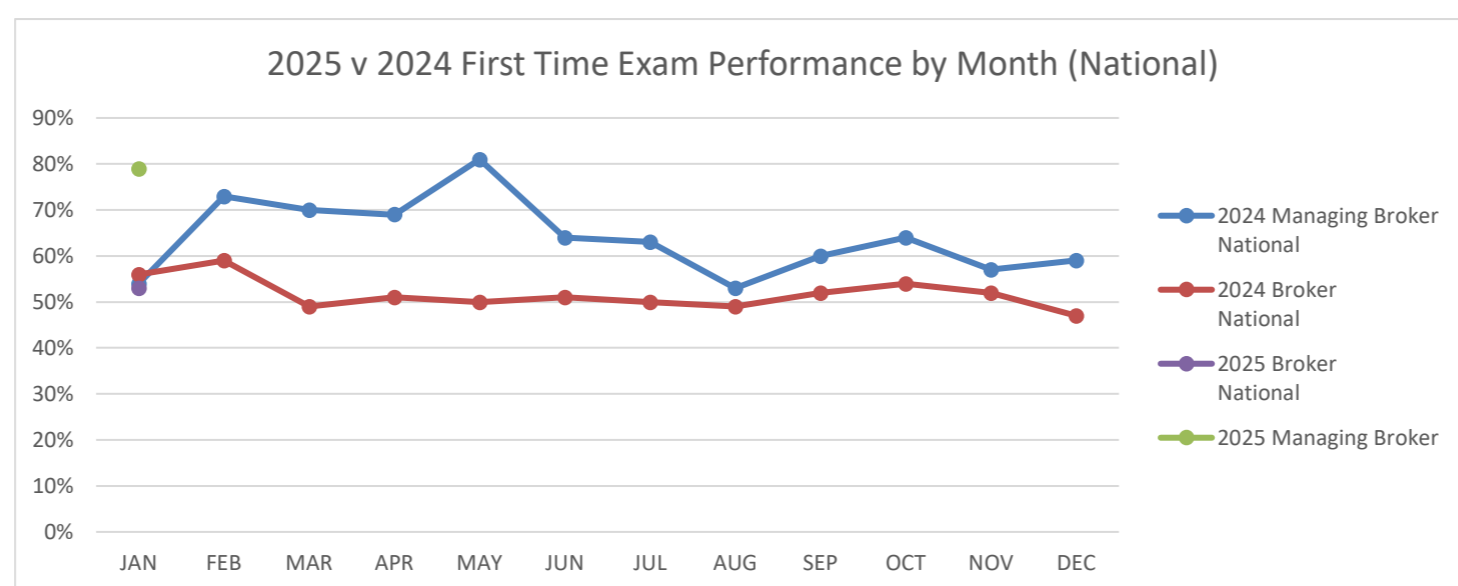
Total Licenses	9,938	9,437
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2025 Real Estate Examination Pass Rates

		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2025 Managing Broker	First Time	79%											
	First Time Takers	33											
	Repeat	75%											
Managing Broker Reciprocity Exam	Repeat Takers	8											
	First Time	70%											
	First Time Takers	10											
2025 Broker National	Repeat	50%											
	Repeat Takers	2											
	First Time	53%											
2025 Broker State	First Time Takers	353											
	Repeat	34%											
	Repeat Takers	304											
Broker Reciprocity Exam	First Time	54%											
	First Time Takers	402											
	Repeat	45%											
Leasing Agent National	Repeat Takers	183											
	First Time	64%											
	First Time Takers	33											
RE Instructors National	Repeat	67%											
	Repeat Takers	9											
	First Time	56%											
RE Instructors State	First Time Takers	82											
	Repeat	46%											
	Repeat Takers	59											
2024 Managing Broker National	First Time	100%											
	First Time Takers	2											
	Repeat	0%											
2024 Managing Broker State	Repeat Takers	2											
	First Time	50%											
	First Time Takers	2											
RE Instructors State	Repeat	33%											
	Repeat Takers	3											
	First Time	100%											

2024 Real Estate Examination Pass Rates

		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2024 Managing Broker National	First Time	54%	73%	70%	69%	81%	64%	63%	53%	60%	64%	57%	59%
	First Time Takers	19	32	33	35	26	21	12	10	12	28	23	34
	Repeat	58%	57%	71%	42%	59%	53%	44%	45%	36%	55%	42%	35%
	Repeat Takers	19	21	40	14	16	8	7	5	5	11	12	17
2024 Managing Broker State	First Time	88%	81%	79%	77%	67%	81%	76%	85%	62%	68%	74%	69%
	First Time Takers	21	22	19	23	6	26	16	17	13	28	23	35
	Repeat	100%	100%	64%	71%	92%	80%	100%	67%	86%	63%	75%	60%
	Repeat Takers	4	8	9	10	11	8	3	2	6	8	4	10
Managing Broker Reciprocity Exam	First Time	67%	100%	42%	83%	100%	75%	100%	25%	50%	100%	100%	75%
	First Time Takers	4	4	5	10	7	3	7	1	1	1	3	4
	Repeat	100%	0%	50%	100%	0%	100%	0%	0%	0%	0%	0%	0%
	Repeat Takers	2	0	1	1	0	1	0	0	0	0	1	2
2024 Broker National	First Time	56%	59%	49%	51%	50%	51%	50%	49%	52%	54%	52%	47%
	First Time Takers	224	244	239	253	237	214	176	186	184	369	417	376
	Repeat	40%	34%	32%	33%	33%	32%	34%	30%	37%	31%	33%	29%
	Repeat Takers	143	118	153	145	157	132	117	102	118	327	313	286
2024 Broker State	First Time	61%	60%	57%	59%	53%	58%	50%	54%	51%	57%	59%	53%
	First Time Takers	159	184	189	203	163	242	217	233	211	417	462	431
	Repeat	48%	50%	55%	45%	50%	40%	47%	43%	41%	46%	40%	39%
	Repeat Takers	110	117	152	110	143	134	87	95	75	224	192	171
Broker Reciprocity Exam	First Time	83%	76%	74%	69%	64%	53%	72%	60%	81%	73%	75%	79%
	First Time Takers	25	25	23	27	18	20	23	12	22	22	28	19
	Repeat	57%	67%	83%	57%	50%	44%	63%	45%	50%	29%	64%	50%
	Repeat Takers	4	4	5	4	5	4	5	5	4	7	11	6
Leasing Agent National	First Time	62%	52%	54%	52%	52%	49%	42%	47%	49%	46%	51%	54%
	First Time Takers	40	46	37	47	46	35	35	41	35	71	97	65
	Repeat	42%	60%	52%	46%	43%	29%	36%	44%	44%	38%	44%	46%
	Repeat Takers	21	38	23	26	32	21	33	32	24	64	50	54
RE Instructors National	First Time	67%	0%	67%	100%	100%	0%	0%	0%	50%	100%	33%	50%
	First Time Takers	2	0	2	3	4	0	0	0	1	1	3	4
	Repeat	0%	100%	67%	0%	100%	100%	100%	0%	50%	100%	0%	0%
	Repeat Takers	0	1	2	0	1	1	1	0	1	1	0	0
RE Instructors State	First Time	100%	0%	100%	100%	100%	0%	0%	50%	0%	33%	75%	
	First Time Takers	1	0	1	2	2	1	0	0	1	2	3	4
	Repeat	0%	0%	0%	0%	0%	0%	0%	0%	100%	100%	0%	0%
	Repeat Takers	0	0	0	0	0	0	0	0	1	1	0	1



REAL ESTATE INVESTIGATIONS REPORT
JANUARY 2025

	Current RE Caseload	Cases over 1 Year old	New RE Cases Received	Referred to Prosecutions	Cases Closed in Investigations	
JANUARY	653	431	19	2	13	
FEBRUARY						
MARCH						
APRIL						
MAY						
JUNE						
JULY						
AUGUST						
SEPTEMBER						
OCTOBER						
NOVEMBER						
DECEMBER						
TOTAL						

**DRE EXAMINATION UNIT
STATISTICAL REPORT FOR THE MONTH OF JANUARY 2025**

**AS PREPARED FOR READ BOARD
FEBRUARY 2025**

Licenses that have not yet had an examination 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 examinations to be conducted, *Brokerage Verification Reports* are being emailed to these licensees. The *BVR* report allows the examiner to assess the level of activity of the licensee then complete the examination process by email or schedule an on-site examination. Examiners are also completing onsite examinations in their region as well as working off-site examinations in the Chicago Region.

The total number of initial examinations closed in JANUARY was: **19 files**.

INITIAL EXAMINATIONS COMPLETED

RESOLUTION TYPE: BROKERAGE VERIFICATION REPORT – NOT PRACTICING

TOTAL COMPLETED: 11

An examination 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: 5

An examination 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 examination 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 examination 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 a complete examination. 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: 1

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 examination after two attempts.

RESOLUTION TYPE: SUPERVISOR REFERRAL TO PROSECUTION

TOTAL CLOSED: 1

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 EXAMINATIONS COMPLETED BY EXAMINER

Initial examinations conducted wherein violations have been found are required to show compliance. Completed in JANUARY:

RESOLUTION TYPE: IN COMPLIANCE	TOTAL COMPLETED:	9
RESOLUTION TYPE: ACKNOWLEDGEMENT PAGE ONLY	TOTAL COMPLETED:	0
RESOLUTION TYPE: IN COMPLIANCE	TOTAL COMPLETED:	1

EXAMINATIONS REFERRED TO SUPERVISOR – CLOSED

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

RESOLUTION TYPE: ISSUES RESOLVED	TOTAL COMPLETED:	0
RESOLUTION TYPE: REFERRED TO SUPERVISOR	TOTAL COMPLETED:	0
RESOLUTION TYPE: DISCIPLINARY ACTION ON LICENSE	TOTAL COMPLETED:	0
RESOLUTION TYPE: MISCELLANEOUS	TOTAL COMPLETED:	0
RESOLUTION TYPE: Returned to Examiner w/ Instruction	TOTAL COMPLETED:	0
RESOLUTION TYPE: Referred to Prosecutions	TOTAL COMPLETED:	0

JANUARY 2025 READ COMPLAINT REPORT

Column1	New RE Complaints	RE Complaints Assigned to Investigators	Complaints Closed At Intake Review	RE Matters Closed At CCR
December 2024 TOTALS	557	240	232	85
January 2025	11	4	7	0
February 2025				
March 2025				
April 2025				
May 2025				
June 2025				
July 2025				
August 2025				
September 2025				
October 2025				
November 2025				
December 2025				
Total ONGOING TALLY	568	244	239	85

