



IDFPR

Illinois Department of Financial and Professional Regulation

Division of Real Estate

www.idfpr.com

JB PRITZKER
Governor

MARIO TRETO, JR.
Acting Secretary

LAURIE MURPHY
Acting Director

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

Date: February 10, 2022

Call to Order: 9:39 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, Gaspar Flores Jr., Oralía Herrera, Joseph Nery, Michael Oldenettel, Nykea Pippion McGriff, Michael Prodehl, Everett Ward, Norm Willoughby

Board Member(s) Absent: Laura Ellis, Shirin Marvi, Carol Meinhart

Division Staff Present: Adrienne Levatino – Associate General Counsel, Geetu Naik – Chief of Prosecutions, Hector Rodriguez – Chief of Audits and Investigations, 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, Rozanne Reynolds – AHI Real Estate, Kirk Antkiewicz – Chicago Association of Realtors, Kate Sax – Mainstreet Organization of Realtors, Wayne Paprocki – Real Estate Instructor, Cleo Aquino – SPIRE Real Estate Education Inc, Sharon Halperin – Oak Park Area Association of Realtors

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 9:39 am.
Approval of Open Minutes	The Board reviewed the Open Minutes from the January 13, 2022 Real Estate Administration and Disciplinary Board Meetings.	Motion made by Willoughby seconded by to approve Pippion McGriff the Open Minutes from the January 13, 2022 meeting.
Public Comments	There were no public comments.	
Licensing Report	<p>The Licensing Report for activity conducted in January, 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 for the 2022 broker renewal, there will be a new online process that will be in the same platform that we use for the online transfers and applications. Licensing has received numerous inquiries regarding this matter. To assist licensees, on IDFPR's website there is a link titled "2022 Real Estate Broker Renewal Help Sheet" that has the step by step instructions on how to process an online broker renewal. Mr. Reed encourages licensees to contact the Department's main email address fpr.realestate@illinois.gov if they are having problems renewing their broker application in IDFPR's online portal.</p>	

Topic	Discussion	Action
	<p>Mr. Reed reported that there have been approximately 3,800 broker renewal applications processed within the first week of the Department making available to renew a broker license.</p> <p>Mr. Reed mentioned that an additional person has been hired on the Licensing Team.</p> <p>Mr. Reed mentioned that the exam pass rate report has changed slightly due to PSI providing the Department more detailed information as to the portion type (National, State, Reciprocity) of exam pass rate.</p> <p>Mr. Reed mentioned that the Department is making progress in IDPFR's data system to generate the reports for the continuing education audit.</p> <p>Mr. Reed mentioned that Illinois has launched Virtual Offices for Real Estate with the application available on IDPFR's website. The Virtual Office application process mirrors a branch office application. Licensees may submit the virtual office application to Mr. Reed or fpr.realestate@illinois.gov. Mr. Reed also attended an Illinois Association of Realtors conference in Bloomington to announce the Virtual Offices.</p> <p>Mr. Toban mentioned that area organizations have received feedback from several educational providers regarding the alignment with PSI's managing broker exam and the managing broker curriculum which began in October when the examinations changed the format. Mr. Toban suggested that the Department and/or Board discuss changing the managing broker curriculum. There were additional comments made regarding this topic.</p> <p>Mr. Toban mentioned that there are several licensees that reinstated their license after November 2021 and the license has an expiration date of April 30, 2024 which could cause problems with the Department's continuing education audit. Mr. Reed will investigate this matter.</p> <p>Mr. Toban inquired if a licensee has an option to submit a paper broker renewal application. Mr. Reed mentioned that the Department prefers that the licensee renews online versus a paper renewal application. Mr. Reed further mentioned that the Real Estate License Act permits that option but the system does not; therefore, a licensee may submit a request to the Department for a renewal application form.</p>	

Topic	Discussion	Action
Education Report	The 2022 Education 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.	
Complaints Report	The 2022 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.	
Audits Reports	The Audits Report for activity conducted in January, 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 January 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 January was presented and distributed. A copy of the report is attached to and made a part of these minutes.</p> <p>Ms. Naik mentioned that two attorneys have been hired to join the Prosecutions Team starting February 16, 2022.</p>	
Real Estate Recovery Fund Report	The Real Estate Recovery Fund Report for the 2022 Fiscal Year through January 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>Joseph Nery, yes</p> <p>Michael Oldenettel, yes</p> <p>Nykea Pippion-McGriff, yes</p> <p>Michael Prodehl, yes</p>	A motion made by Pippion McGriff seconded by Nery to go into Closed Session for purposes of reviewing Closed Minutes and for deliberations pursuant to Section

Topic	Discussion	Action
	Everett Ward, yes Norm Willoughby, yes	2 (c) (4) and (15) of the Open Meetings Act at 9:56 a.m. Motion carried by roll call vote.
Closed Session	<p>The January 13, 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>January 19, 2022</u> 5 Cases Recommended for Closure by Investigations 3 Cases Recommended being referred to Prosecutions from Investigations 4 Cases for Closure by Prosecutions 12 Complaints Referred to Investigations 9 Complaints Recommended for Closure <u>February 2, 2022</u> 2 Cases for Closure by Prosecutions 7 Complaints Referred to Investigations 5 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 January 13, 2022 Closed Minutes</p> <p>Recommendations</p>	<p>No cases were deliberated during Closed Session</p>	<p>A motion made by Alonzo-Duebel seconded by Willoughby, to go into Open Session at 10:36 a.m. Motion carried by roll call vote.</p> <p>Motion made by Alonzo-Duebel, seconded by Prodehl to approve the January 13, 2022 Closed Minutes. Motion carried by roll call vote.</p> <p>Motion made Nery</p>

Topic	Discussion	Action
Orders	<p>6 Consent and Non-disciplinary Orders were reviewed and discussed in Closed Session.</p> <p>The Board received a report that reflected that there was 3 final action by the Director on Consent Order previously signed by the Board. 2021-03573 Marek Predki and Avondael Realty LLC 2018-02163 James Ongena 2020-01311 Pamela Saul</p>	<p>seconded by Herrera to ratify the actions of Consumer Complaint Review (CCR) and Case File Review Committee (CRC) and to approve the Board's recommendations that includes Norm Willoughby authorizing his electronic signature on the orders presented in Closed Session. Motion carried by roll call vote.</p> <p>The Board signed 6 Consent and Non-disciplinary Orders.</p>
Adjournment	The next meeting is scheduled for March 10, 2022.	There being no further business to discuss motion made by Willoughby, seconded by Alonzo-Deubel to adjourn at 10:40 a.m. Motion carried by roll call vote.

LICENSE REPORT
CALENDAR YEAR 2022
JANUARY

PROFESSION	SPONSOR CHG.	INITIAL LIC.	RENEWALS	ACTIVE
RE Managing Broker	93	28	30	15,353
Residential Leasing Agent	46	68	3	4,314
Real Estate Broker	833	429	22	62,790
RE Branch Office	22	14	0	1,186
Real Estate Broker Corporation	6	4	9	3,414
Real Estate Broker Partnership	0	0	1	29
RE Limited Liability Firm	2	19	3	2,221
RE Virtual Office	0	0	0	-
RE Education Provider	0	2	0	67
RE Pre-Lic Instructor	0	0	0	247
RE Pre-Lic Course	0	16	0	472
RE CE Instructor	0	3	2	156
Real Estate CE Course	0	32	1	571
TOTAL	1,002	615	71	90,820

MANAGING BROKER 2022

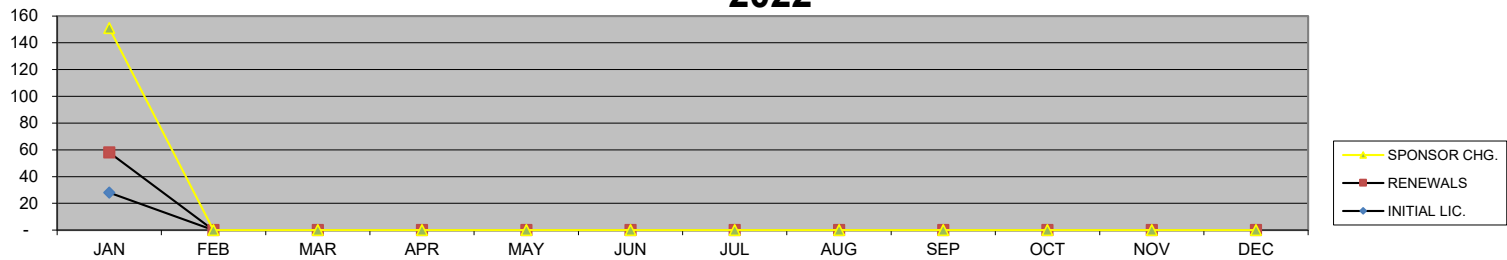
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
INITIAL LIC.	28											
RENEWALS	30											
SPONSOR CHG.	93											
TOTAL ACTIVE	15,353											

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

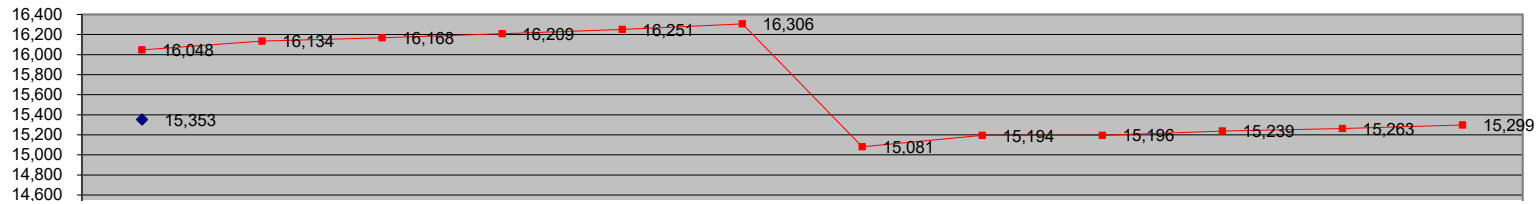
MANAGING BROKER

2022



ACTIVE MANAGING BROKERS

2022 vs. 2021



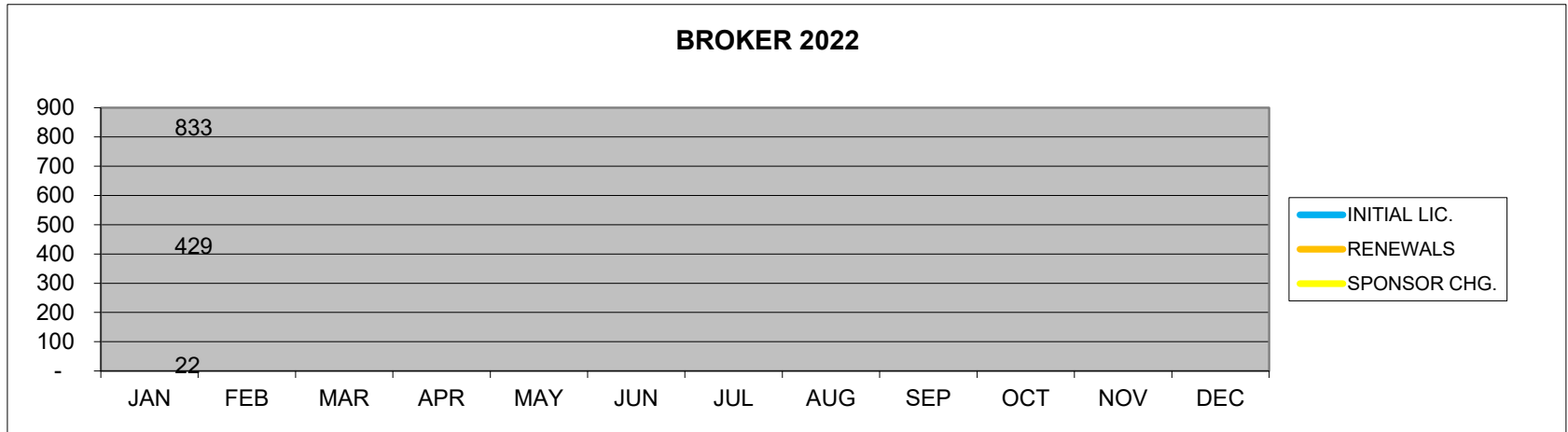
BROKER 2022

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
INITIAL LIC.	429											
RENEWALS	22											
SPONSOR CHG.	833											
TOTAL ACTIVE	62,790											

BROKER 2021

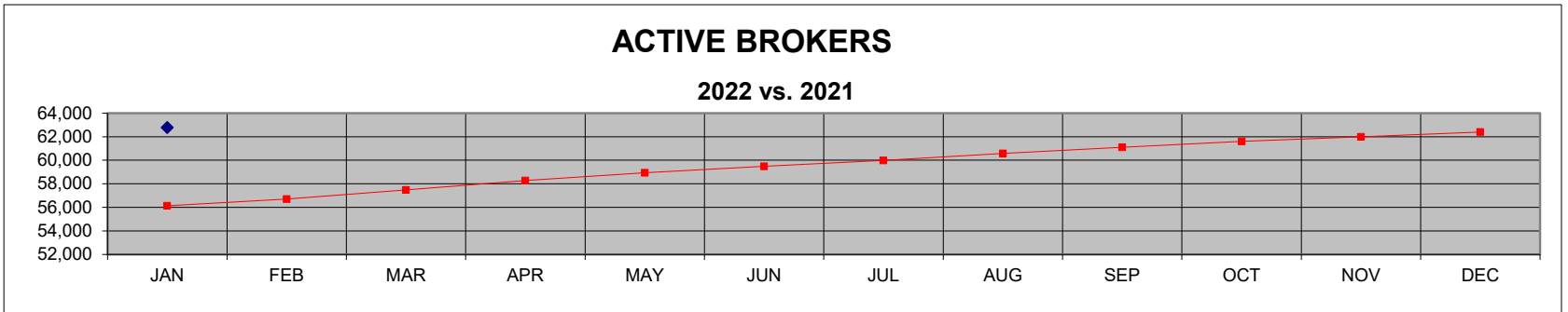
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
INITIAL LIC.	492	484	654	644	623	558	498	623	534	575	455	440
RENEWALS	239	174	150	231	75	61	32	38	21	19	17	19
SPONSOR CHG.	926	668	697	670	569	508	516	604	619	676	607	1,057
TOTAL ACTIVE	56,134	56,718	57,492	58,284	58,938	59,497	59,985	60,573	61,104	61,609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

BROKER 2022



ACTIVE BROKERS

2022 vs. 2021



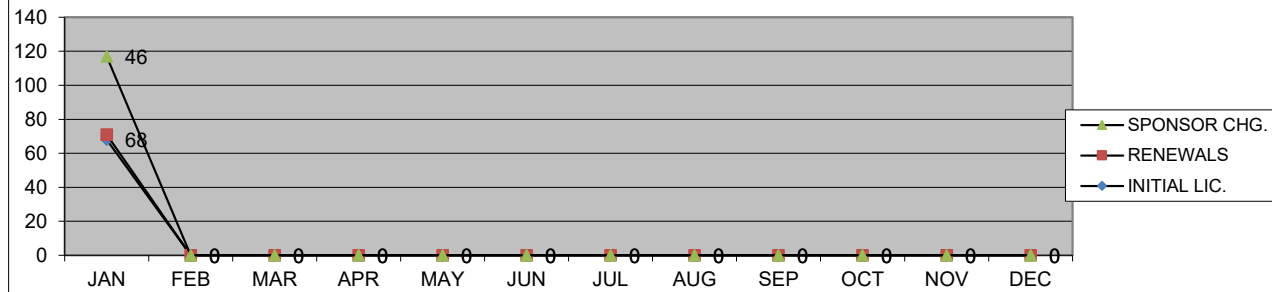
RESIDENTIAL LEASING AGENT 2022

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
INITIAL LIC.	68											
RENEWALS	3											
SPONSOR CHG.	46											
TOTAL ACTIVE	4,314											

RESIDENTIAL LEASING AGENT 2021

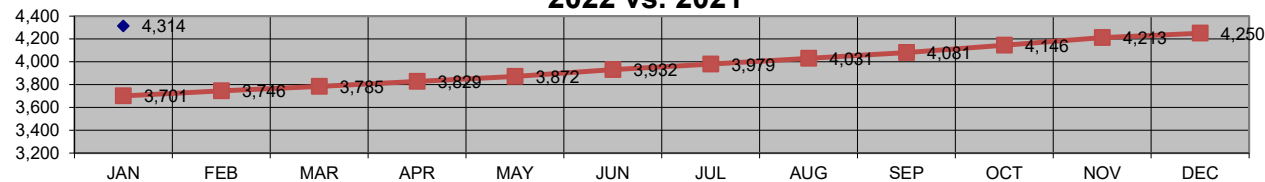
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
INITIAL LIC.	54	45	53	47	41	62	51	62	52	75	74	59
RENEWALS	24	16	23	12	14	9	11	8	3	1	7	3
SPONSOR CHG.	31	30	38	62	23	23	32	35	32	30	32	35
TOTAL ACTIVE	3,701	3,746	3,785	3,829	3,872	3,932	3,979	4,031	4,081	4,146	4,213	4,250

LEASING AGENT 2022



ACTIVE RESIDENTIAL LEASING AGENTS

2022 vs. 2021



as of...

12/31/2021

1/31/2022

License prefix	License Type	Active Licenses	Active Licenses
440	Licensed Auctioneer	285	285
441	Licensed Auctioneer	713	717
444	Licensed Auction Firm	172	173
445	Licensed Auction CE School	5	5
446	Licensed Auction CE Course	45	46
Totals		1,220	1,226

License prefix	License Type	Active Licenses	Active Licenses
553	Certified General Real Estate Appraiser	1,271	1,295
555	Licensed Appraiser Education Provider	20	20
556	Certified Residential Real Estate Appraiser	1,764	1,777
557	Associate Real Estate Trainee Appraiser	313	336
558	Appraisal Management Company	160	160
572	Temporary Practice Real Estate Appraiser	36	43
573	Licensed Appraiser Pre-Lic Course	117	117
575	Licensed Appraiser CE Course	383	385
Totals		4,064	4,133

License prefix	License Type	Active Licenses	Active Licenses
261	LICENSED COMMUNITY ASSOCIATION MANAGER	1,678	1,694
Totals		1,678	1,694

License prefix	License Type	Active Licenses	Active Licenses
450	Licensed Home Inspector	1,801	1,827
451	Licensed Home Inspector Entity	406	410
452	Licensed Home Inspector Education Provider	24	22
453	Licensed Home Inspector Pre-License Course	24	22
454	Licensed Home Inspector CE Course	113	97
Totals		2,368	2,378

Total Licenses	9,330	9,431
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2022 Real Estate Examination Pass Rates - Pass Rate

		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Portion: Managing Broker National	First Time	13%											
	Repeat	26%											
	Total Test Takers	88											
Portion: Managing Broker State	First Time	86%											
	Repeat	80%											
	Total Test Takers	47											
Portion: Managing Broker Reciprocity Exam	First Time	60%											
	Repeat	0%											
	Total Test Takers	5											

Portion: Broker National	First Time	46%											
	Repeat	35%											
	Total Test Takers	1026											
Portion: Broker State	First Time	52%											
	Repeat	47%											
	Total Test Takers	853											
Portion: Broker Reciprocity Exam	First Time	38%											
	Repeat	13%											
	Total Test Takers	65											

Portion: Leasing Agent National	First Time	52%											
	Repeat	44%											
	Total Test Takers	140											

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

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						0		
March						0		
April						0		
May						0		
June						0		
July						0		
August						0		
September						0		
October						0		
November						0		
December						0		
YTD Total	0	16	3	14	2	35		
	512	513	563	564	515			
Total Active Licenses	247	472	156	571	67	Diane Green Nate Chandler		

January 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				
March				
April				
May				
June				
July				
August				
September				
October				
November				
December				
Total	42	19	9	14

MONTHLY AUDIT REPORT
READ Board – February 10, 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 January, 42 files were in this region.

FIRST AUDITS COMPLETED

RESOLUTION TYPE: BROKERAGE VERIFICATION REPORT – NOT PRACTICING

TOTAL COMPLETED: 31

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: 8

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: 0

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: 4

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 January:

RESOLUTION TYPE: IN COMPLIANCE

TOTAL COMPLETED: 6

RESOLUTION TYPE: REFERRED TO SUPERVISOR

TOTAL COMPLETED: 2

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 January:

RESOLUTION TYPE: DECEASED

TOTAL COMPLETED: 1

RESOLUTION TYPE: RETURNED TO EXAMINER WITH INSTRUCTION

TOTAL COMPLETED: 1

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								\$ -
March								\$ -
April								\$ -
May								\$ -
June								\$ -
Total		\$ 429,507.66	\$ -	\$ -	\$ (5,752.85)	\$ -	\$ -	
* Statutory Transfers								