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COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF STATE  
BUREAU OF PROFESSIONAL AND OCCUPATIONAL AFFAIRS

**F I N A L M I N U T E S**

MEETING OF:

**STATE REAL ESTATE COMMISSION  
VIA VIDEOCONFERENCE**

TIME: 10:32 A.M.

January 13, 2021

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State Real Estate Commission  
January 13, 2021

COMMISSION MEMBERS:

Joseph J. McGettigan, Chair, Industry Member  
Armand N. Ferrara Jr., Vice Chair, Industry Member  
Joseph Tarantino, Secretary Industry Member  
Jeffrey J. Johnson, Industry Member  
Jennifer Thomson, Esquire, Attorney General Designee  
Edward L. Seebeck, Cemetery Member  
Gaetano P. Piccirilli, Esquire, Public Member  
Anne M. Rubin, Industry Member  
K. Kalonji Johnson, Commissioner, Bureau of  
Professional and Occupational Affairs

COMMISSION PERSONNEL:

Juan A. Ruiz, Esquire, Commission Counsel  
Timothy A. Fritsch, Esquire, Commission Prosecution  
Liaison  
Ray Michalowski, Esquire, Senior Commission Prosecutor  
Angela B. Lucci, Esquire, Commission Prosecutor  
Alice Glasser, Esquire, Commission Prosecutor  
Todd P. Kriner, Esquire, Commission Prosecutor  
Carolyn DeLaurentis, Deputy Chief Counsel, Prosecution  
Division  
Tiffany A. Raker, Esquire, Commission Prosecutor  
Krista Linsenbach, Commission Administrator  
Theodore Stauffer, Executive Secretary, Bureau of  
Professional and Occupational Affairs  
Marc Farrell, Deputy Policy Director, Department of  
State

ALSO PRESENT:

Christopher G. Raad, President, Pennsylvania  
Association of Realtors  
Dawn Parasolick, Education Director, Realtors  
Association of Metropolitan Pittsburgh/Realtors  
Educational Institute  
Jen Smeltz, Republican Executive Director, Senate  
Consumer Protection & Professional Licensure  
Committee  
Jerry J. Livingston, Democratic Executive Director,  
Senate Consumer Protection & Professional Licensure  
Committee

State Real Estate Commission  
January 13, 2021

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ALSO PRESENT: (cont.)

Lauren McMillan, Compliance Administrator, The CE Shop  
Lisa Aaron, Professional Standards and Education  
Director, Pennsylvania Association of Realtors  
Michael McGee, CAE, Chief Executive Officer,  
Pennsylvania Association of Realtors  
Nicole Sidle, Majority Committee Executive Director,  
House Professional Licensure Committee  
Preston Moore, Treasurer, Pennsylvania Association of  
Realtors  
Shannon Snell, Research Analyst, Democratic House  
Professional Licensure Committee  
Wayne C. Crawford, Esquire, Public Policy Manager,  
Pennsylvania Association of Realtors

1 \*\*\*

2 State Real Estate Commission

3 January 13, 2021

4 \*\*\*

5 [Pursuant to Section 708(a)(5) of the Sunshine Act, at  
6 9:00 a.m. the Commission entered into Executive  
7 Session with Juan A. Ruiz, Esquire, Commission  
8 Counsel, for the purpose of conducting quasi-judicial  
9 deliberations on matters currently pending before the  
10 commission that are listed on the agenda. The  
11 commission returned to open session at 10:30 a.m.]

12 \*\*\*

13 The regularly scheduled meeting of the State Real  
14 Estate Commission was held on Wednesday, January 13,  
15 2021. Joseph J. McGettigan, Chairman, Industry  
16 Member, officially called the meeting to order at  
17 10:32 a.m.

18 \*\*\*

19 [Theodore Stauffer, Executive Secretary, Bureau of  
20 Professional and Occupational Affairs, noted the  
21 meeting was being recorded, and those who remained on  
22 the line were giving their consent to being recorded.]

23 \*\*\*

24 Roll Call

25 [Roll Call of Commission Members]

1 \*\*\*

2 Pledge of Allegiance]

3 [Chairman McGettigan recited the Pledge of  
4 Allegiance.]

5 \*\*\*

6 [Chairman McGettigan thanked Anne Rubin for all of her  
7 work on the Rules and Regulations Committee.]

8 \*\*\*

9 Approval of minutes of the November 17, 2020 meeting

10 CHAIR MCGETTIGAN:

11                   Could I have a motion to approve the  
12                   draft minutes from the November 17  
13                   meeting?

14 MR. TARANTINO:

15                   So moved.

16 MR. JOHNSON:

17                   Second.

18 CHAIR MCGETTIGAN:

19                   Discussion? All in favor, say aye.

20 [The motion carried unanimously.]

21 \*\*\*

22 Report of Prosecutorial Division

23 [Alice Glasser, Esquire, Commission Prosecutor,

24 presented the Consent Agreement for Case No. 20-56-  
25 007286.]

1 \*\*\*

2 [Angela B. Lucci, Esquire, Commission Prosecutor,  
3 presented the Consent Agreement for Case Nos. 19-56-  
4 001359 & 20-56-008739.]

5 \*\*\*

6 [Timothy A. Fritsch, Esquire, Commission Prosecution  
7 Liaison, presented the Consent Agreement for Case Nos.  
8 19-56-011911 & 20-56-003027.]

9 \*\*\*

10 [Timothy A. Fritsch, Esquire, Commission Prosecution  
11 Liaison, presented the Consent Agreement for Case Nos.  
12 17-56-08837 & 19-56-010521, for which Ms. Rubin is  
13 recused.]

14 \*\*\*

15 Appointment - Carolyn A. DeLaurentis, Esquire, Deputy  
16 Chief Counsel, Prosecution Division Presentation  
17 [Carolyn A. DeLaurentis, Esquire, Deputy Chief  
18 Counsel, Prosecution Division, provided highlights of  
19 the prosecution division's work during the past year.  
20 She commended staff for all of their hard work to make  
21 telework successful. She noted all decisions were  
22 made thoughtfully and with the safety of all in mind.  
23 Ms. DeLaurentis stated the Commission prosecutors  
24 made every effort to monitor the restrictions,  
25 waivers, policies, and new procedures specific to the

1 practice in each profession regarding challenges  
2 imposed on licensees by the COVID-19 pandemic.

3 Ms. DeLaurentis noted the Pennsylvania Licensing  
4 System (PALS) to be a lifeline. She stated the Bureau  
5 of Enforcement and Investigation (BEI) worked closely  
6 with prosecution to continue investigations and figure  
7 out the best methods during statewide shutdowns and  
8 stay-at-home orders. She also noted the Professional  
9 Compliance Office continued opening cases and  
10 processing files, and legal assistants have been  
11 working a hybrid schedule to ensure mailings and  
12 filings are completed.

13 Ms. DeLaurentis commented that the Commission,  
14 Commission staff, and counsel all have adapted to  
15 virtual Commission meetings and prosecution will  
16 continue to work with everyone to ensure efficient and  
17 effective presentation and resolution of cases. She  
18 mentioned 2020 was a year filled with challenges, but  
19 the prosecution division led by the incredible senior  
20 staff rose to the challenge and will continue to do  
21 so.

22 Ms. DeLaurentis informed the Commission that  
23 1,337 files were opened in 2020 and 1,147 in 2019 with  
24 1,290 cases closed in 2020 for the State Real Estate  
25 Commission. She noted 1,122 open files as of January

1 1, 2021. She thanked Timothy Smith for his assistance  
2 providing information for 2020.

3 Ms. DeLaurentis addressed enforcement actions  
4 with 125 total cases that resulted in discipline in  
5 2020. She reported 310 warning letters, 49 fines, 23  
6 citation fines, 20 suspensions 6 automatic  
7 suspensions, 5 reprimands, 9 voluntary surrenders, and  
8 19 probations in 2020.

9 Chairman McGettigan mentioned hearing from  
10 consumers and other licensees who filed complaints but  
11 do not receive anything regarding the status or  
12 whether any action was taken.

13 Ms. DeLaurentis explained that complainants are  
14 notified every time a final action is taken on a case  
15 unless they requested to remain anonymous.

16 Ms. DeLaurentis discussed 2020 overall  
17 prosecution as a whole. She noted 44 immediate  
18 temporary suspensions last year and 67 in 2019. She  
19 mentioned 192 of the 1,223 opened COVID-19 cases are  
20 for the State Real Estate Commission in 2020. She  
21 reported the total number of open cases as of January  
22 1 is 12,250 and the total number of files opened  
23 overall in 2020 is 13,394, which is down from 2019 at  
24 16,295.]

25

\*\*\*



1 Report of Commission Counsel

2 MR. RUIZ:

3 Is there a motion to approve the Consent  
4 Agreement at Case No. 20-56-007286?

5 MR. JOHNSON:

6 I'll make that motion.

7 CHAIR MCGETTIGAN:

8 We have a motion. Do we have a second?

9 MR. FERRARA:

10 Second.

11 CHAIR MCGETTIGAN:

12 All in favor?

13 [The motion carried unanimously. The Respondent's  
14 name is Sherri Heller.]

15 \*\*\*

16 MR. RUIZ:

17 Is there a motion to deny the Consent  
18 Agreements at Case Nos. 19-56-001359 &  
19 20-56-008739 for being too lenient?

20 MR. FERRARA:

21 So moved.

22 MR. JOHNSON:

23 Second.

24 CHAIR MCGETTIGAN:

25 All in favor?

1 [The motion carried unanimously.]

2 \*\*\*

3 MR. RUIZ:

4 Is there a motion to deny the Consent  
5 Agreements at Case No. 19-56-011911 &  
6 20-56-003027 as being too lenient?

7 MR. SEEBECK:

8 So moved.

9 CHAIR MCGETTIGAN:

10 Do we have a second?

11 MR. JOHNSON:

12 Second.

13 CHAIR MCGETTIGAN:

14 Discussion? All in favor?

15 [The motion carried unanimously.]

16 \*\*\*

17 MR. RUIZ:

18 Is there a motion to approve the Consent  
19 Agreement at Case No. 17-56-08837 & 19-  
20 56-010521, noting for the record that  
21 Anne Rubin has been recused from all  
22 deliberations on this matter?

23 MR. FERRARA:

24 So moved.

25 MR. JOHNSON:

1 Second.

2 CHAIR MCGETTIGAN:

3 Discussion? All in favor? Against?

4 [The motion carried. Anne Rubin was recused from  
5 deliberations and voting on the motion. The  
6 Respondent's name is Susan C. Helm.]

7 \*\*\*

8 Report of Commission Counsel - Proposed Adjudications  
9 and Orders

10 MR. RUIZ:

11 David Michael Fink at Case No. 17-56-  
12 04719 has been tabled and will be put on  
13 the agenda for next month for  
14 discussion.

15 \*\*\*

16 MR. RUIZ:

17 Is there a motion to order commission  
18 counsel to draft final Adjudications and  
19 Orders in the cases of Robin A. Fiester  
20 at Case No. 20-56-010552 and Clarence  
21 Church III at Case No. 19-56-016119  
22 consistent with the discussions in  
23 executive session?

24 MS. RUBIN:

25 So moved.

1 CHAIR MCGETTIGAN:

2 Do I have a second?

3 MR. JOHNSON:

4 Second.

5 CHAIR MCGETTIGAN:

6 Any discussion? All in favor? Against?

7 [The motion carried unanimously.]

8 \*\*\*

9 Report of Commission Counsel - Motions

10 MR. RUIZ:

11 Is there a motion to grant the Motion to  
12 Enter Default in the case of Jeanette  
13 Beverly Wakefield at Case No. 19-56-  
14 009470, noting that Gaetano Piccirilli  
15 is recused from all deliberations in  
16 this matter?

17 CHAIR MCGETTIGAN:

18 Do I have a motion?

19 MR. JOHNSON:

20 So moved.

21 MR. FERRARA:

22 Second.

23 CHAIR MCGETTIGAN:

24 Any discussion? All in favor? Against?

25 [The motion carried. Gaetano Piccirilli was recused

1 from deliberations and voting on the motion.]

2 \*\*\*

3 MR. RUIZ:

4 Is there a motion to grant the Motion to  
5 Enter Default in the cases of Richard M.  
6 Sauders Jr. at Case No. 20-56-005282 and  
7 Richard A. Mueller and the Condominium  
8 Property Management Corporation at Case  
9 No. 19-56-005030 & 20-56-009646?

10 MR. SEEBECK:

11 So moved.

12 MS. RUBIN:

13 Second.

14 CHAIR MCGETTIGAN:

15 Discussion? All in favor? Against?

16 [The motion carried unanimously.]

17 \*\*\*

18 MR. RUIZ:

19 Is there a motion to grant the Motion to  
20 Enter Default in the case of Dean Marsh  
21 t/d/b/a Marsh & Associates at Case No.  
22 19-56-011833, noting for the record that  
23 Armand Ferrara is recused from all  
24 deliberations on this matter?

25 CHAIR MCGETTIGAN:

1 Do I have a motion?

2 MS. RUBIN:

3 So moved.

4 MR. TARANTINO:

5 Second.

6 CHAIR MCGETTIGAN:

7 Discussion? All in favor? Against?

8 [The motion carried. Armand Ferrara was recused from  
9 all deliberations and voting on the motion.]

10 \*\*\*

11 Report of Commission Chair - No Report

12 \*\*\*

13 Report of Commissioner - No Report

14 [K. Kalonji Johnson, Commissioner, Bureau of  
15 Professional and Occupational Affairs, wished everyone  
16 a Happy New Year.]

17 \*\*\*

18 Report of Commission Administrator

19 [Krista Linsenbach, Commission Administrator,  
20 announced the promotional property renewals wrapped up  
21 on December 31.

22 Ms. Linsenbach reported individuals and companies  
23 can now go to their account on the Pennsylvania  
24 Licensing System (PALS) and file an online  
25 reactivation application. She also noted the

1 availability of online change of employer applications  
2 as well for salespeople and associate brokers.

3 Ms. Linsenbach announced PSI Services LLC rolled  
4 out their online exams on December 15.]

5 \*\*\*

6 Report of Committees - Education/Examination

7 MR. RUBIN:

8 We reviewed many CE courses on the  
9 agenda items.

10 Could I get a motion to approve  
11 Nos. 14, 16, 17, 18, 19, 20, and 21?

12 MR. JOHNSON:

13 So moved.

14 MR. PICCIRILLI:

15 Second.

16 MS. RUBIN:

17 Any discussion or questions about any of  
18 these? All in favor? Opposed?

19 [The motion carried unanimously.]

20 \*\*\*

21 MR. RUBIN:

22 Item No. 15, Building Extraordinary  
23 Customer Service. The committee is  
24 recommending we do not approve this  
25 course. I am asking for a motion.

1 MR. TARANTINO:

2 So moved.

3 MR. JOHNSON:

4 Second.

5 CHAIR MCGETTIGAN:

6 Any discussion? All in favor? Against?

7 [The motion carried unanimously.]

8 \*\*\*

9 MR. RUBIN:

10 I'd like to make a motion for items 22  
11 and 23, that we request a waiver for the  
12 broker exam at 22 and sales education at  
13 23, to approve both.

14 MR. SEEBECK:

15 Second.

16 CHAIR MCGETTIGAN:

17 All in favor? Against?

18 [The motion carried unanimously.]

19 \*\*\*

20 Enforcement (Application Reviews)

21 MR. TARANTINO:

22 I'd like to make a motion that we  
23 approve the Application of Jemirah  
24 Thompson and put her license on  
25 probation until all her fines are paid.



1 MR. FERRARA:

2 Second.

3 CHAIR MCGETTIGAN:

4 All in favor? Against?

5 [The motion carried unanimously.]

6 \*\*\*

7 Introduction of Guests

8 [Chairman McGettigan requested the introduction of  
9 guests.]

10 \*\*\*

11 Public Session

12 [Christopher G. Raad, President, Pennsylvania  
13 Association of Realtors, stated PAR supports the  
14 commission in continuing to allow real estate and  
15 broker license candidates who have obtained degrees in  
16 real estate or law to be deemed to have met the  
17 educational requirements needed for their license. He  
18 noted PAR recommended making no changes to the  
19 existing regulatory language.

20 Mr. Raad addressed social media activity  
21 regarding licensees and illegal activities, where  
22 individuals are requesting PAR revoke licenses, which  
23 is not within the purview of PAR. He stated PAR will  
24 be directing callers who wish to file complaints about  
25 agents' alleged activities to the bureau.

1           Mr. Raad encouraged the commission to keep an  
2 open communication with PAR and requested PAR be kept  
3 apprised of any efforts to update the state's real  
4 estate regulations to ensure they work together for  
5 the needs of the state's licensed professionals and  
6 the changing industry while protecting consumers.

7           Mr. Raad addressed continued frustration with the  
8 lack of response from the bureau's office. He stated  
9 PAR continues to receive calls from angry members  
10 concerning PALS who have waited months after  
11 completing applications. He reported staff waiting  
12 weeks for a response from the bureau, and the sheer  
13 number of calls and emails from members signals they  
14 are not seeing sufficient responses to licensing  
15 issues. He encouraged the commission and bureau to  
16 address the issues to better help all real estate  
17 professionals and consumers.

18           Chairman McGettigan mentioned being aware of  
19 cases that were not due to PALS that diminishes the  
20 ability to process things. He urged PAR to ask some  
21 of their members to send the paperwork or a copy to  
22 PAR to see whether it is valid or not.

23           Ms. Rubin congratulated Mr. Raad on the  
24 presidency and welcomed the partnership with PAR.

25           Dawn Parasolick, Education Director, Realtors

1 Association of Metropolitan Pittsburgh/Realtors  
2 Educational Institute, stated the board of appraisers  
3 has allowed virtual education through the end of 2021  
4 to be considered equal for qualifying education and  
5 continuing education for live instructor-led courses.  
6 She requested the commission consider allowing people  
7 to be separated by distance and still consider it a  
8 live instructor-led course.

9 Ms. Rubin noted the education committee discussed  
10 and recognized this as an important way of education,  
11 and the commission is working on what needs to happen  
12 in order to let that stay in place during the  
13 pandemic.]

14 \*\*\*

15 Adjournment

16 CHAIR MCGETTIGAN:

17 Motion to adjourn?

18 MR. JOHNSON:

19 I'll make that motion.

20 CHAIR MCGETTIGAN:

21 Second?

22 MR. SEEBECK:

23 Second.

24 CHAIR MCGETTIGAN:

25 All in favor?

1 [The motion carried unanimously.]

2 \*\*\*

3 [There being no further business, the State Real  
4 Estate Commission Meeting adjourned at 11:22 a.m.]

5 \*\*\*

6  
7 CERTIFICATE

8  
9 I hereby certify that the foregoing summary  
10 minutes of the State Real Estate Commission meeting,  
11 was reduced to writing by me or under my supervision,  
12 and that the minutes accurately summarize the  
13 substance of the State Real Estate Commission meeting.

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Kelly Gallick,

Minute Clerk

Sargent's Court Reporting  
Service, Inc.

STATE REAL ESTATE COMMISSION  
REFERENCE INDEX

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TIME	AGENDA
9:00	Executive Session
10:30	Return to Open Session
10:32	Official Call to Order
10:32	Roll Call
10:33	Pledge of Allegiance
10:34	Approval of Minutes
10:35	Report of Prosecutorial Division
10:45	Appointment - Carolyn A. DeLaurentis, Esquire, Deputy Chief Counsel, Prosecution Division Presentation
10:57	Report of Commission Counsel
11:04	Report of Commission Chair
11:05	Report of Commission Administrator
11:07	Report of Committees
11:09	Introduction of Guests
11:10	Public Session
11:22	Adjournment