



# IDFPR

## Illinois Department of Financial and Professional Regulation

Division of Real Estate

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**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: September 14, 2023

Call to Order: 9:42 a.m. –Monica Gutierrez – Chairperson

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

Board Member(s) Present: Valerie Acosta, Loretta Alonzo-Deubel, Joe Castillo, Oralia Herrera, Shirin Marvi, Carol Meinhart, Michael Oldenettel, Nykea Pippion McGriff, Norm Willoughby, Theodore Yi

Board Member(s) Absent: Gaspar Flores Jr., Victoria Sampah

Division Staff Present: Gabriela Nicolau-Deputy General Counsel, Adrienne Levatino – Associate General Counsel, Jeremy Reed – Chief of Licensing and Education, Hector Rodriguez – Chief of Audits and Investigations, Jenni Scheck- Staff Attorney, Merle Shearer – Staff Attorney Susan Sigourney – Board Liaison, Debra Malinowski – Board Liaison

Guest(s) Present: Larry Toban – Real Estate Institute, Mike Fair – Your House Academy, Rocky Esposito – AHI Real Kirk Antkiewicz – Chicago Association of Realtors, Estate Carrie Elliott – Illinois Realtors Licensing & Training Center, Melissa Cannata – CE Shop, Sharon Halperin – Oak Park Area Association of Realtors, Young Brockhouse – Illinois Realtors Licensing & Training, Dave Naso – Chicago Association of Realtors, Wayne Paprocki – Instructor, Alyce Fisher – Instructor, Kelly Skees – Peoria Association Education Director, Marilyn Glazer – Instructor, Edward Williams - Williams & Nickl, Craig Capilla – Franklin Law Group.

Topic	Discussion	Action
Call to Order	Chairperson Monica Gutierrez opened the meeting.	The meeting was called to order at 9:42 am.
Approval of Open Minutes	The Board reviewed the Open Minutes from the July 13, 2023 Real Estate Administration and Disciplinary Board Meeting.	Motion made by Pippion McGriff seconded by Marvi to approve the Open Minutes from the July 13 , 2023 meeting. Motion carried unanimously.
	Chairperson Monica Gutierrez introduced Theodore Yi as the new READ Board Member. Mr. Yi gave a brief bio of himself to the Board.	
Public Comments	Mr. Williams inquired the progress in hiring a Chief of Prosecutions for Real Estate. Ms. Levatino mentioned that the Department is in the process of hiring a Chief of Prosecutions for Real Estate.	
Licensing Report	<p>The Licensing Report for activity conducted in August 2023 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 Diane Green, in the Education Section, accepted a new position outside the Department; Nathaniel Chandler will act as the primary contact for the Education Section.</p> <p>Mr. Reed reported that the educational licensees, including schools, courses and instructors, ended their renewal cycle on June 30, 2023. Licenses for schools, courses and instructors that failed to renew their license are in non-renewed status.</p> <p>Mr. Reed mentioned that there is a current backlog in processing payments; the backlog is being addressed. Mr. Reed asked that anyone with questions regarding this matter contact him.</p> <p>Mr. Antkiewicz inquired about pass rate for the state examination for managing brokers, brokers and instructors. Mr. Reed responded that the managing broker's national pass rate for first time test takers was twenty-six percent; the broker's national pass rate for first time test takers was forty-six percent; and that the instructors pass rate was one hundred percent, with only one person having taken the</p>	

Topic	Discussion	Action
	<p>exam. Also reported was the managing broker's and broker's pass rate for the state portion of the state's exam. Mr. Reed informed the Board that on October 1, 2023, PSI will implement the new managing broker exam questions based on the job analysis for the managing broker's state exam.</p> <p>Mr. Oldenettel asked for assistance in reconciling the number of first-time and repeat test takers for both the state and national portions of the examination. Mr. Reed explained that one of the reasons that the numbers don't match is that the candidate is not required to take the state and national portion of the exam at the same time.</p> <p>Mr. Williams asked about the overall percentage rate for the state exam. Mr. Reed responded that the Licensing Unit's report reflects the breakdown of first time and repeat test takers and is unable to give the overall percentage. There were additional comments made regarding this topic.</p>	
Education Report	The 2023 Education Report through the month of August was presented and distributed. A copy of the report is attached to and made a part of these minutes.	
Complaints Report	The 2023 Complaints Report through the month of August 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 August 2023 was presented and distributed. A copy of the report is attached to and made a part of these minutes.	
Investigations Report	<p>The 2023 Investigations Report through the month of August was presented and distributed. A copy of the report is attached to and made a part of these minutes.</p> <p>Mr. Rodriguez announced that three new investigators were hired and are expected to start October 2, 2023.</p> <p>Mr. Willoughby asked for the criteria for the real estate investigator's position. Mr. Rodriguez noted that the job description expresses a desirability for individuals with</p>	

Topic	Discussion	Action
	law enforcement experience and a background in real estate or one of the real estate professions. There were additional comments made regarding this topic.	
Prosecutions Report	The 2023 Prosecutions Report through the month of August was presented and distributed. A copy of the report is attached to and made a part of these minutes.	
Real Estate Recovery Fund Report	The Real Estate Recovery Fund Report for the 2024 Fiscal Year through August 2023 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 cases scheduled for a formal hearing.	
Old Business	There was no old business discussed.	
New Business Proposed 2024 READ Board Schedule	<p>Chairperson Gutierrez asked the Board Members to review the proposed 2024 READ Board Schedule and inform Debra Malinowski, via email, of any changes.</p> <p>Ms. Levatino mentioned that the Board received an email regarding the proposed amendments to the Real Estate Administration Rules. Ms. Levatino asked the Board to keep in mind their obligation with respect to the State Officials and Employees Ethics Act and the reporting obligations in particular. Ms. Levatino mentioned that a flow chart has been uploaded into SharePoint explaining the JCAR process.</p>	
Motion to go into Closed Session	<p>Roll Call Vote:</p> <p>Valerie Acosta, yes  Loretta Alonzo-Deubel, yes  Joe Castillo, yes  Oralia Herrera, yes  Shirin Marvi, yes  Carol Meinhart, yes  Michael Oldenettel, yes  Nykea Pippion McGriff, yes  Norm Willoughby, yes  Theodore Yi, yes</p>	<p>A motion made by Pippion McGriff seconded by Herrera 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 10:06 a.m. Motion carried unanimously by roll call vote.</p>

Topic	Discussion	Action
Closed Session	<p>The July 13 , 2023 closed session minutes were reviewed by the Board.</p> <p>The Board reviewed the Consumer Complaints Review and Case File Review Committee’s reports for:  <u>July 19, 2023</u>  0 Cases Recommended for Closure by Investigations  1 Cases Referred to Prosecutions by Investigations  11 Case for Closure by Prosecutions  13 Complaints Referred to Investigations  7 Complaints Recommended for Closure</p> <p><u>August 2, 2023</u>  2 Cases Recommended for Closure by Investigations  1 Cases Referred to Prosecutions by Investigations  5 Cases for Closure by Prosecutions  5 Complaints Referred to Investigations  2 Complaints Recommended for Closure</p> <p><u>August 16, 2023</u>  0 Cases Recommended for Closure by Investigations  2 Cases Referred to Prosecutions by Investigations  3 Cases for Closure by Prosecutions  13 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 July 13 , 2023 Closed Minutes</p>		<p>A motion made by Pippion McGriff seconded by Alonzo-Deubel, to go into Open Session at 11:42 a.m. Motion carried unanimously.</p> <p>Motion made by Willoughby, seconded by Alonzo-Deubel to amend the Closed Minutes to included Nykea Pippion McGriff as being present for the July 13, 2023 Closed Minutes. Motion carried unanimously.</p>
Recommendations	<p>3 Cases were deliberated during Closed Session.</p> <p>IDFPR v. Farkhanda Muhammad Case #2022-07984</p>	The Board recommends revocation o

Topic	Discussion	Action
<p>The Board signed 3 Findings of Facts, Conclusions of Law and Recommendations to the Director</p> <p>Orders</p>	<p>IDFPR v. Global Realty and Gloria Oppus Case #2022-10884</p> <p>IDFPR v. Janina Zelek Case #2023-01918</p> <p>21 Consent and Non-Disciplinary Orders were reviewed and discussed in Closed Session.</p> <p>The Board received a report that reflected that there was 1 final action by the Director on Consent Orders previously signed by the Board. 2022-00232 Elena Falco</p>	<p>the license, and imposition of a \$25,000.00 fine, upon Farkhanda Muhammah.</p> <p>The Board recommends an indefinite suspension of the licenses of both Respondents for a minimum period of 6 months, and imposition of a \$2,500.00 fine, upon Global Realty and Gloria Oppus.</p> <p>The Board recommends an indefinite suspension of the license for a minimum period of 6 months, and imposition of a \$2,500.00 fine upon of Janina Zelek. Chairperson Monica Gutierrez recused herself.</p> <p>IDFPR v. Farkhanda Muhammah Case #2022-07984 IDFPR v. Global Realty and Gloria Oppus Case #2022-10884 IDFPR v. Janina Zelek Case #2023-01918 (Chairperson Monica Gutierrez recused herself)</p> <p>Motion made by Pippion McGriff 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 presented in Closed Session. Motion carried unanimously.</p> <p>The Board signed 19 Consent and Non-Disciplinary Orders. Ms. Scheck was brought in for the sole purpose of clarification for case 2018-12165.</p>

Topic	Discussion	Action
<p>July 13, 2023 Closed Minutes remain closed. Recommendations</p>		<p>Motion made by Willoughby, seconded by Oldenettel that July 13, 2023 READ closed minutes remain closed. Motion carried unanimously.</p>
<p>Adjournment</p>	<p>The next meeting is scheduled for October 12, 2023.</p>	<p>There being no further business to discuss motion made by Pippion McGriff, seconded by Marvi to adjourn at 11:45 a.m. Motion carried unanimously.</p>

**LICENSE REPORT  
CALENDAR YEAR 2023  
AUGUST**

Prefix	PROFESSION	SPONSOR CHG.	INITIAL LIC.	RENEWALS	ACTIVE
471	RE Managing Broker	70	25	81	14,091
473	Residential Leasing Agent	24	67	14	3,161
475	Real Estate Broker	673	413	28	58,383
477	RE Branch Office	13	26	0	1,175
478	Real Estate Broker Corporation	0	2	9	3,031
479	Real Estate Broker Partnership	0	0	0	24
481	RE Limited Liability Firm	4	15	8	2,200
495	RE Virtual Office	1	1	0	46
515	RE Education Provider	0	1	0	64
512	RE Pre-Lic Instructor	0	1	3	300
513	RE Pre-Lic Course	0	10	3	454
563	RE CE Instructor	0	2	1	197
564	Real Estate CE Course	0	17	8	559
	<b>TOTAL</b>	<b>785</b>	<b>580</b>	<b>155</b>	<b>83,685</b>



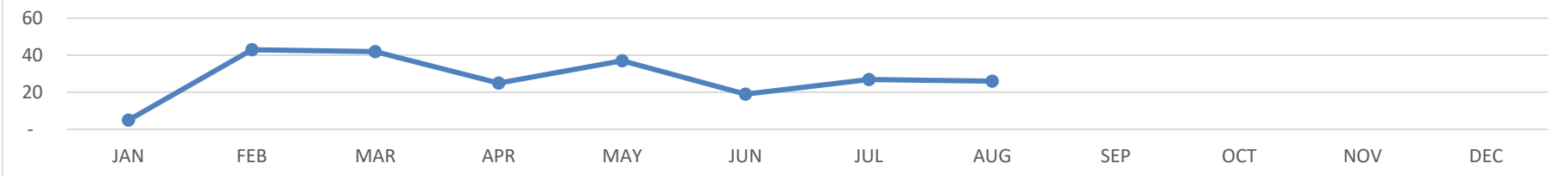
## MANAGING BROKER 2023

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
<b>INITIAL LIC.</b>	5	43	42	25	37	19	27	26				
<b>RENEWALS</b>	4	3,046	2,663	6,414	1,431	103	107	81				
<b>SPONSOR CHG.</b>	119	131	108	87	119	71	48	70				
<b>2023 TOTAL ACTIVE</b>	<b>15,498</b>	<b>15,525</b>	<b>15,564</b>	<b>15,594</b>	<b>15,639</b>	<b>15,658</b>	<b>13,988</b>	<b>14,091</b>				

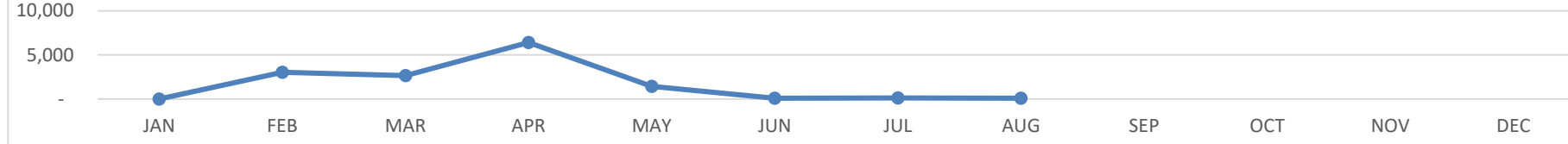
## MANAGING BROKER 2022

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
<b>INITIAL LIC.</b>	28	34	46	33	27	25	20	22	13	17	11	16
<b>RENEWALS</b>	30	19	17	20	12	8	4	7	7	29	5	6
<b>SPONSOR CHG.</b>	93	73	94	20	55	65	48	72	80	121	87	91
<b>2022 TOTAL ACTIVE</b>	<b>15,353</b>	<b>15,390</b>	<b>15,460</b>	<b>15,528</b>	<b>15,567</b>	<b>15,596</b>	<b>15,620</b>	<b>15,638</b>	<b>15,654</b>	<b>15,663</b>	<b>15,463</b>	<b>15,470</b>

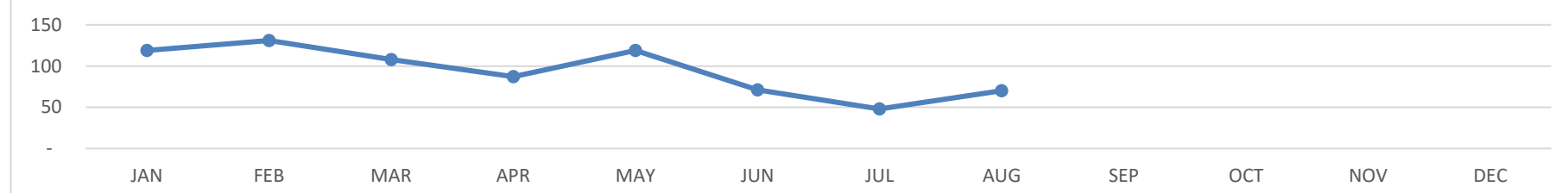
**2023 Managing Broker Initial Licenes Issued**



**2023 Managing Broker Renewals by Month**



**2023 Manging Broker Sponsor Changes by Month**



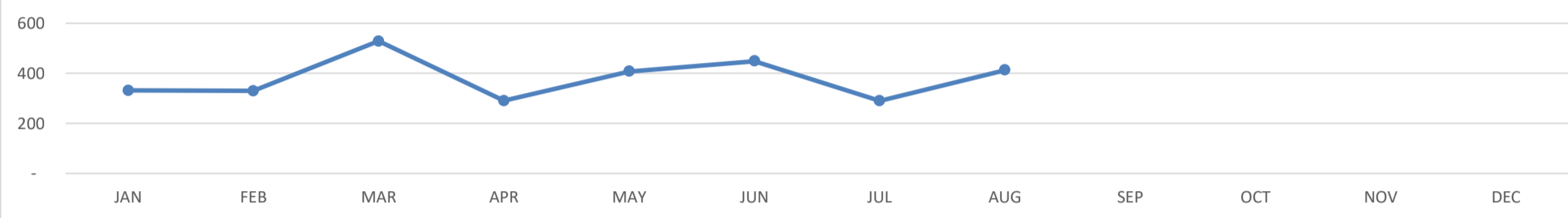
### BROKER 2023

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
<b>INITIAL LIC.</b>	332	330	529	291	408	449	290	413				
<b>RENEWALS</b>	63	94	92	68	65	38	39	28				
<b>SPONSOR CHG.</b>	1,093	1,083	1,035	759	1,016	633	612	673				
<b>2023 TOTAL ACTIVE</b>	<b>55,551</b>	<b>55,885</b>	<b>56,478</b>	<b>56,866</b>	<b>57,311</b>	<b>57,725</b>	<b>57,999</b>	<b>58,383</b>				

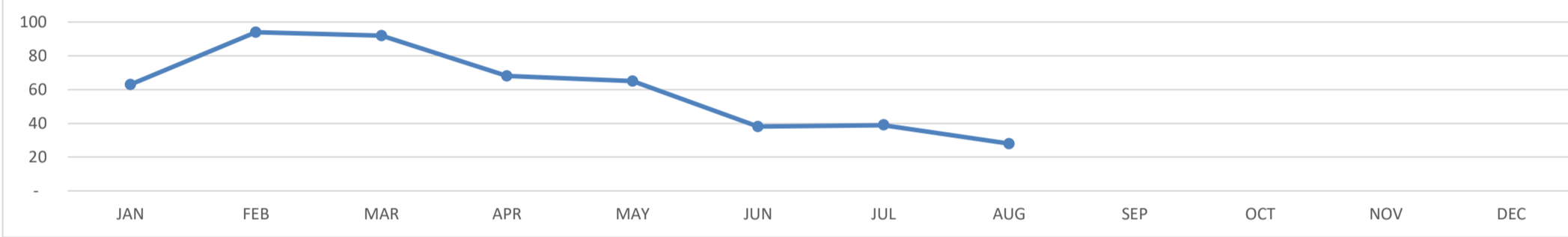
### BROKER 2022

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
<b>INITIAL LIC.</b>	429	532	594	494	432	498	416	494	314	291	314	367
<b>RENEWALS</b>	22	7,797	8,430	25,952	5,302	707	328	186	98	105	72	103
<b>SPONSOR CHG.</b>	833	639	768	770	588	648	497	593	759	799	693	814
<b>2022 TOTAL ACTIVE</b>	<b>62,790</b>	<b>63,276</b>	<b>63,855</b>	<b>64,397</b>	<b>64,852</b>	<b>61,597</b>	<b>62,333</b>	<b>62,802</b>	<b>63,202</b>	<b>63,516</b>	<b>54,688</b>	<b>55,205</b>

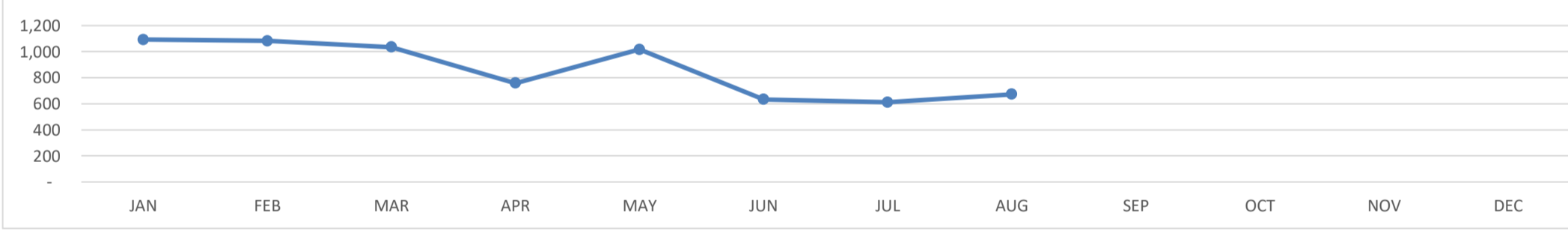
2023 Initial Broker Licenses Issued by Month



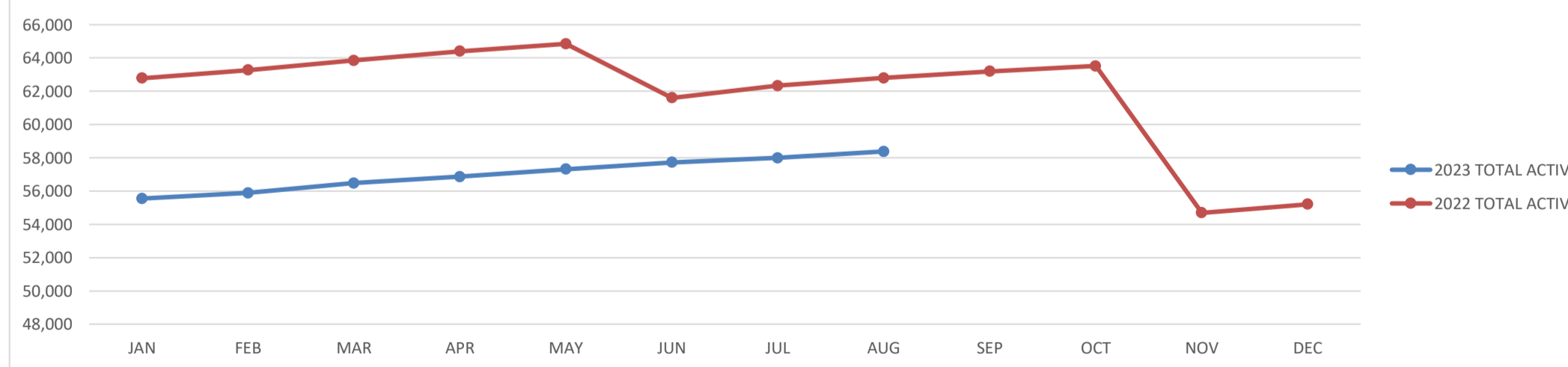
2023 Broker Renewals by Month



2023 Broker Sponsor Changes by Month



2023 v. 2022 Active Brokers by Month



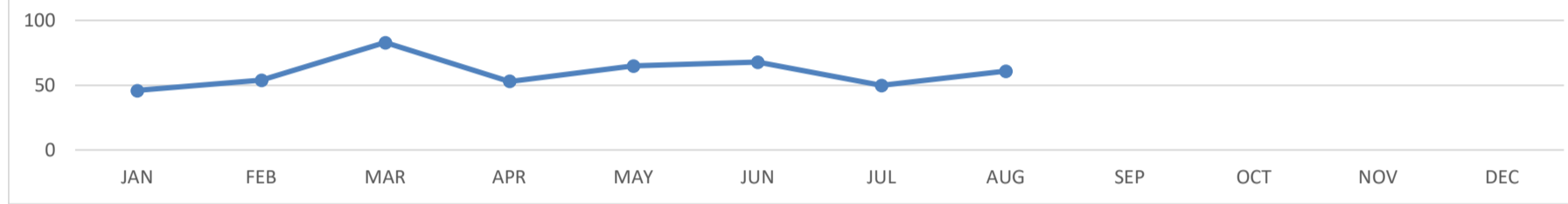
### RESIDENTIAL LEASING AGENT 2023

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
INITIAL LIC.	46	54	83	53	65	68	50	61				
RENEWALS	24	15	18	13	16	14	11	14				
SPONSOR CHG.	32	36	58	46	42	36	37	24				
2023 TOTAL ACTIVE	2,686	2,744	2,833	2,906	2,975	3,043	3,081	3,161				

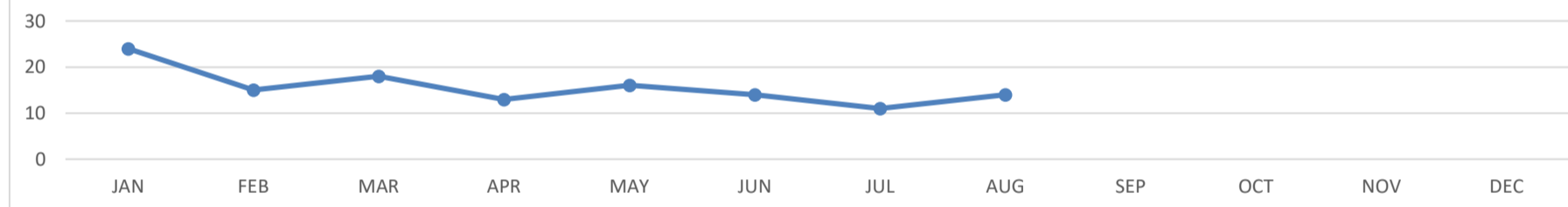
### RESIDENTIAL LEASING AGENT 2022

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
INITIAL LIC.	68	62	72	14	73	86	47	52	58	49	54	36
RENEWALS	3	7	6	213	227	406	963	255	39	31	19	13
SPONSOR CHG.	46	39	48	29	38	37	37	28	43	28	31	41
2022 TOTAL ACTIVE	4,314	4,361	4,419	4,432	4,509	4,594	4,615	4,662	2,436	2,510	2,576	2,640

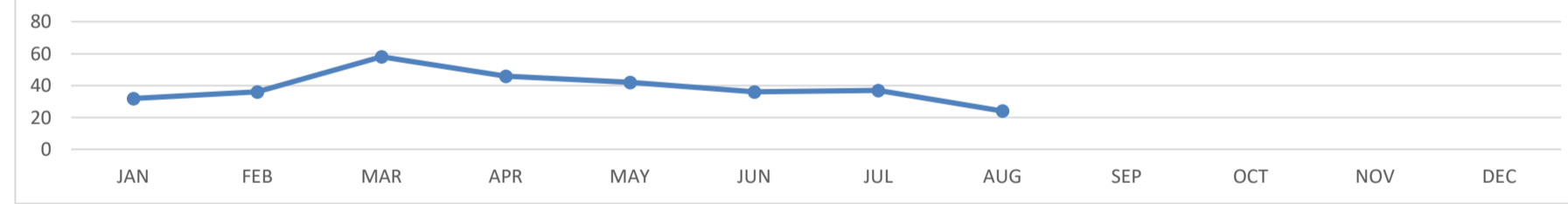
2023 Residential Leasing Agent Initial Licenses Issued by Month



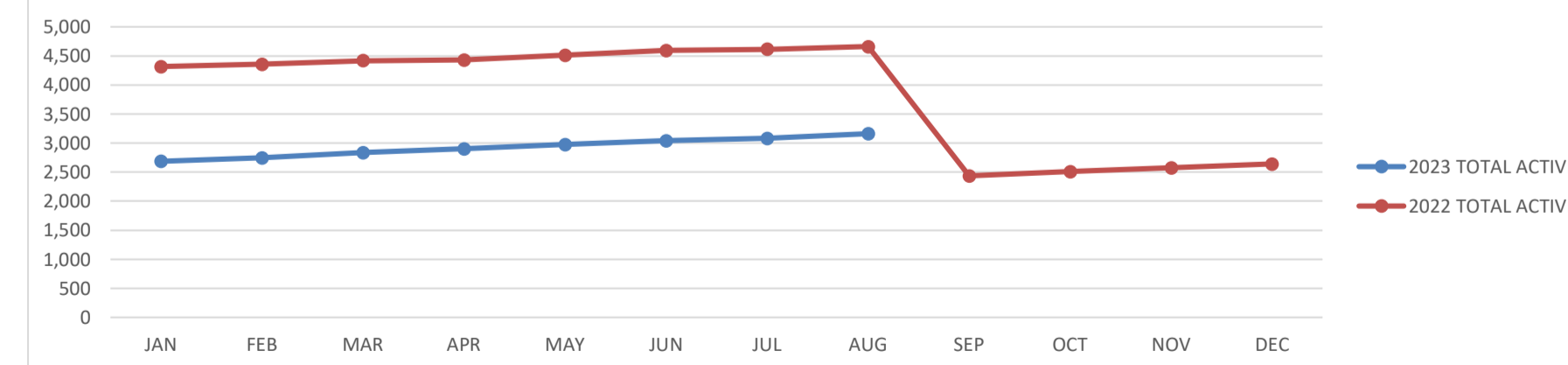
2023 Residential Leasing Agent Renewals by Month



2023 Residential Leasing Agent Sponsor Changes by Month



2023 v. 2022 Residential Leasing Agent Active License Count



as of...

7/31/2023

8/31/2023

License prefix	License Type	Active Licenses	Active Licenses
440	Licensed Auctioneer	234	234
441	Licensed Auctioneer	659	664
444	Licensed Auction Firm	172	172
445	Licensed Auction CE School	6	6
446	Licensed Auction CE Course	48	48
<b>Totals</b>		<b>1,119</b>	<b>1,124</b>

License prefix	License Type	Active Licenses	Active Licenses
553	Certified General Real Estate Appraiser	1,449	1,454
555	Licensed Appraiser Education Provider	20	20
556	Certified Residential Real Estate Appraiser	1,867	1,872
557	Associate Real Estate Trainee Appraiser	475	471
558	Appraisal Management Company	132	134
572	Temporary Practice Real Estate Appraiser	32	31
573	Licensed Appraiser Pre-Lic Course	118	120
575	Licensed Appraiser CE Course	466	474
<b>Totals</b>		<b>4,558</b>	<b>4,576</b>

License prefix	License Type	Active Licenses	Active Licenses
261	LICENSED COMMUNITY ASSOCIATION MANAGER	2,063	2,077
291	Community Association Management Firm	67	98
<b>Totals</b>		<b>2,130</b>	<b>2,175</b>

License prefix	License Type	Active Licenses	Active Licenses
450	Licensed Home Inspector	1,641	1,650
451	Licensed Home Inspector Entity	175	175
452	Licensed Home Inspector Education Provider	24	24
453	Licensed Home Inspector Pre-License Course	24	24
454	Licensed Home Inspector CE Course	136	138
<b>Totals</b>		<b>2,000</b>	<b>2,011</b>

<b>Total Licenses</b>	<b>9,807</b>	<b>9,886</b>
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**2023 Real Estate Examination Pass Rates**

		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2023 Managing Broker National	<b>First Time</b>	27%	31%	18%	34%	27%	26%	15%	26%				
	First Time Takers	37	32	40	35	43	31	27	34				
	<b>Repeat</b>	28%	23%	27%	26%	33%	35%	33%	23%				
	Repeat Takers	47	40	56	46	43	52	36	52				
2023 Managing Broker State	<b>First Time</b>	82%	79%	68%	85%	86%	85%	76%	74%				
	First Time Takers	22	19	25	20	22	13	17	19				
	<b>Repeat</b>	50%	64%	70%	100%	100%	90%	80%	82%				
	Repeat Takers	6	11	10	6	2	10	5	11				
Managing Broker Reciprocity Exam	<b>First Time</b>	57%	100%	94%	55%	83%	100%	70%	57%				
	First Time Takers	7	3	16	11	6	3	10	7				
	<b>Repeat</b>	0%	0%	50%	0%	50%	0%	100%	50%				
	Repeat Takers	0	0	2	2	2	0	1	2				

2023 Broker National	<b>First Time</b>	47%	40%	44%	47%	43%	42%	41%	46%				
	First Time Takers	522	502	581	573	582	524	464	486				
	<b>Repeat</b>	32%	29%	33%	30%	30%	29%	31%	29%				
	Repeat Takers	388	491	580	555	520	536	481	487				
2023 Broker State	<b>First Time</b>	60%	55%	57%	56%	58%	53%	54%	59%				
	First Time Takers	361	351	426	374	391	344	280	317				
	<b>Repeat</b>	47%	43%	47%	52%	45%	41%	47%	47%				
	Repeat Takers	223	271	285	292	271	286	251	249				
Broker Reciprocity Exam	<b>First Time</b>	81%	74%	63%	75%	71%	79%	72%	71%				
	First Time Takers	31	27	41	36	28	29	39	28				
	<b>Repeat</b>	19%	38%	50%	75%	80%	44%	50%	50%				
	Repeat Takers	16	8	10	16	5	9	8	14				

Leasing Agent National	<b>First Time</b>	48%	58%	50%	56%	56%	65%	49%	50%				
	First Time Takers	60	76	102	78	73	94	72	74				
	<b>Repeat</b>	26%	60%	47%	44%	43%	36%	52%	43%				
	Repeat Takers	61	55	62	54	57	47	50	63				

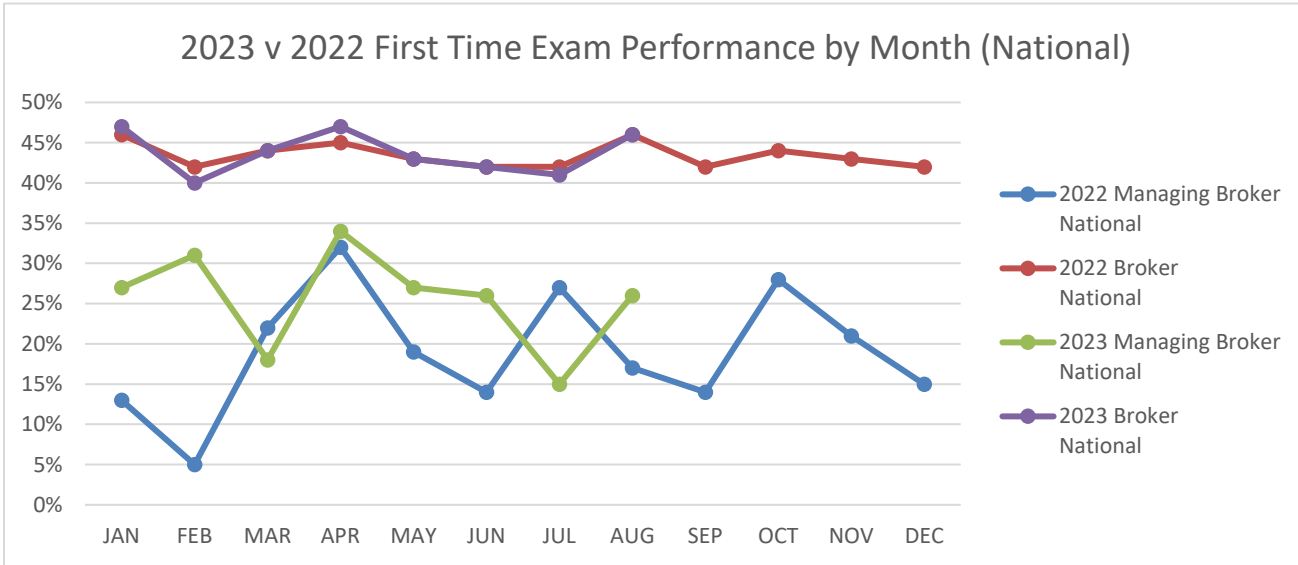
RE Instructors National	<b>First Time</b>	40%	25%	29%	100%	33%	0%	25%	100%				
	First Time Takers	5	4	7	1	3	2	8	1				
	<b>Repeat</b>	50%	50%	33%	60%	100%	0%	29%	0%				
	Repeat Takers	5	2	9	5	1	0	7	3				
RE Instructors State	<b>First Time</b>	67%	75%	83%	100%	0%	100%	100%	100%				
	First Time Takers	3	4	6	1	2	1	3	1				
	<b>Repeat</b>	0%	100%	0%	0%	0%	50%	0%	50%				
	Repeat Takers	0	1	0	0	0	2	0	2				

**2022 Real Estate Examination Pass Rates - Pass Rate**

		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2022 Managing Broker National	First Time	13%	5%	22%	32%	19%	14%	27%	17%	14%	28%	21%	15%
	Repeat	26%	33%	28%	22%	23%	18%	19%	41%	22%	22%	37%	22%
	<b>Total Test Takers</b>	88	86	121	136	50	59	70	67	65	71	64	72
2022 Managing Broker State	First Time	86%	69%	76%	88%	93%	79%	71%	74%	88%	91%	76%	86%
	Repeat	80%	67%	89%	67%	100%	50%	60%	33%	100%	17%	60%	50%
	<b>Total Test Takers</b>	47	45	73	73	29	30	32	39	31	37	33	29
Managing Broker Reciprocity Exam	First Time	60%	82%	50%	100%	0%	67%	100%	0%	50%	67%	100%	83%
	Repeat	0%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
	<b>Total Test Takers</b>	5	12	8	5	4	4	2	2	5	7	6	6
2022 Broker National	First Time	46%	42%	44%	45%	43%	42%	42%	46%	42%	44%	43%	42%
	Repeat	35%	44%	33%	29%	33%	29%	30%	26%	26%	30%	34%	33%
	<b>Total Test Takers</b>	1026	1127	1386	1357	1186	1106	1058	1069	989	900	889	963

Broker State	First Time	52%	55%	59%	59%	57%	54%	56%	59%	50%	61%	56%	57%
	Repeat	47%	44%	48%	45%	41%	40%	43%	41%	38%	39%	47%	41%
	Total Test Takers	853	962	1156	1126	988	946	876	897	860	747	750	829
Broker Reciprocity Exam	First Time	38%	58%	64%	64%	66%	75%	38%	67%	85%	68%	63%	57%
	Repeat	13%	44%	33%	50%	30%	25%	50%	50%	50%	50%	45%	43%
	Total Test Takers	65	69	85	90	72	48	31	59	32	27	35	42

Leasing Agent National	First Time	52%	58%	47%	42%	48%	45%	42%	41%	56%	49%	53%	47%
	Repeat	44%	56%	48%	34%	45%	50%	35%	56%	51%	35%	40%	50%
	Total Test Takers	140	131	134	121	125	116	132	142	144	148	132	130



<b>2023</b>	<b>(512) Pre-License Instructors Licensed</b>	<b>(513) Pre-License Courses Licensed</b>	<b>(563) CE Instructors Licensed</b>	<b>(564) CE Courses Licensed</b>	<b>(515) Education Providers Licensed</b>	<b>Total # of Licenses Issued</b>	<b># in Process</b>
January	3	0	2	6	0	11	21
February	0	0	0	1	0	1	9
March	1	1	0	1	0	3	9
April	6	0	6	20	3	35	9
May	5	0	1	6	0	12	16
June	3	1	3	3	0	10	14
July	4	3	3	44	0	54	63
August	1	10	2	17	1	31	32
September						0	
October						0	
November						0	
December						0	
<b>YTD Total</b>	<b>23</b>	<b>15</b>	<b>17</b>	<b>98</b>	<b>4</b>	157	
<b>Total Active Licenses</b>	<b>300</b>	<b>454</b>	<b>197</b>	<b>559</b>	<b>64</b>	<b>Nate Chandler</b>	

August 2023  
Complaint Report

Column1	New RE Complaints	New RE Complaints Assigned To Investigations	Complaints Closed At Intake Review	RE Matters Closed At CCR
January	42	24	13	5
February	31	19	9	3
March	43	22	9	12
April	77	47	20	10
May	57	30	19	8
June	28	13	7	6
July	44	22	17	5
August	42	18	15	9
September				
October				
November				
December				
Total	364	195	109	58



**MONTHLY EXAMINATIONS REPORT  
READ Board – September 14, 2023**

Licensees 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. The total number of initial examinations closed in August was 39 files.

**INITIAL EXAMINATIONS COMPLETED**

**RESOLUTION TYPE: BROKERAGE VERIFICATION REPORT – NOT PRACTICING  
TOTAL COMPLETED: 25**

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: 4**

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: 2**

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: 8**

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: 0**

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: 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 EXAMINATIONS COMPLETED BY EXAMINER**

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

**RESOLUTION TYPE: IN COMPLIANCE  
TOTAL COMPLETED: 17**

**RESOLUTION TYPE: REFERRED TO SUPERVISOR  
TOTAL CLOSED: 1**

**EXAMINATIONS REFERRED TO SUPERVISOR – CLOSED**

Licensees 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 December:

**RESOLUTION TYPE: ISSUES RESOLVED  
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: 1**



August 2023  
Prosecutions Report

Column1	Pending/Open RE Cases	RE cases 2 months or less	RE Cases over 3 months	RE Cases over 6 months	RE Cases Over 9 months	RE Cases Over 12 months	RE Cases over 24 months	New RE Cases Rec'd	Complaints filed	Informal Conferences held	Formal Hearings held	RE Cases Closed	CLOSED: Admin	CLOSED: Admin Warning Letter	Closed: Order	Closed: Consent Order	CLOSED: Non-Disc Order	CLOSED: Income Tax	Motion of Rehearing Filed
January	108	46	29	15	1	13	4	27	4	0	0	33	4	2	1	3	0	23	0
February	121	58	25	19	3	11	5	41	3	0	0	28	2	0	1	4	2	19	0
March	127	73	23	17	3	7	4	47	2	0	1	41	3	0	5	4	1	26	2
April	157	94	33	15	4	7	4	65	1	1	1	35	2	1	1	4	3	24	0
May	187	119	32	16	9	7	4	72	8	0	0	42	1	2	1	1	0	37	0
June	213	121	58	10	13	8	3	74	4	0	0	48	1	0	1	5	3	35	3
July	174	79	63	12	8	9	3	33	2	0	1	72	16	3	5	1	1	46	0
August	133	33	61	22	5	9	3	12	5	0	1	53	1	1	1	0	0	50	0
September												0							
October												0							
November												0							
December												0							
Total								371	29	1	4	352	30	9		22	10	260	5
												0							

