

Charles W. Drago, Secretary

Charlie Crist, Governor

**FLORIDA REAL ESTATE COMMISSION MEETING**  
**Division of Real Estate**  
**400 W. Robinson Street, Suite N901**  
**Orlando, Florida 32801**  
**Telephone (407) 245-0800**  
**ADMINISTRATIVE AGENDA**  
**November 18 and 19, 2008**

**Tuesday 8:30 a.m., November 18, 2008**

**Call to Order; Pledge of Allegiance; Establishment of Quorum; Introduction of Commission and Department Staff**

**1. Approval of the Minutes**

**October 14 and 15, 2008 – FREC General Meeting**

**2. FREC Business**

**a. New Business**

- 1) Deputy Secretary Maureen Olsen
- 2) Emergency Suspension Order/Emergency Restriction Order Presentation – *April Skilling, Deputy General Counsel*
- 3) Review and Consideration of Real Estate Continuing Education Courses for Approval or Denial – *Thomas O'Bryant, Executive Director*
  - i. Customer Satisfaction...The Bottom Line
  - ii. Customer Satisfaction...Managing Challenging Clients
  - iii. Feng Shui for Today's Real Estate Market
  - iv. Sales, Marketing and Technology Seminars
  - v. Strategies for Becoming a Top Performer in Real Estate
  - vi. Effective Communications
  - vii. Computers and Effective Communication
  - viii. Expand Your Market
  - ix. Certified Home Marketing Specialist
  - x. Home Office the Financial Rewards
  - xi. Personnel Practices-Employee Relations

- xii. Microsoft Office Enhanced: Computer Skills for Real Estate Professionals
  - xiii. Up and Running in 30 Days
  - xiv. Growth Management Act
- 4) Request for Commission Ratification of Reinstated Real Estate License of Wade M. Shavell – *Thomas O’Byrant, Jr., Executive Director*

**b. Division of Real Estate follow-up**

Monthly Report Regarding Unlicensed Activity

**3. Legal Agenda**

**a. Escrow Disbursement Orders – Joseph A. Solla, Senior Attorney**

**b. Recovery Fund Claims – Joseph A. Solla, Senior Attorney**

- 1) Tim Mingrone v. Julia Mills  
DBPR Case No. 2007055817
- 2) Carisia Joseph v. Andral Jacques  
DBPR Case No. 2008005440

**c. Legal Appearance Docket – James P. Harwood, Chief Attorney**

**4. Public Comments**

**Adjournment**

**Wednesday 8:30 a.m., November 19, 2008**

**5. Applicant Consent Agenda**

**6. Summary of Applicants – Denise Johnson, Operation & Management Consultant II**

**7. Executive Director’s Comments**

**8. Chair’s Remarks**

**9. Public Comments**

**10. Next Meeting Date**

December 16 & 17, 2008, 8:30 a.m. – FREC General Meeting – Orlando

**Adjournment**