

Edward Downs
Chair, Real Estate Commission
1100 4th Street, S.W., 4th Fl.
Washington, D.C. 20024

January 20, 2026

Robert C. White, Jr.
Chairman, Committee on Housing
Council of the District of Columbia
1350 Pennsylvania Ave., N.W.
Washington, D.C. 20004

Dear Councilmember White:

Thank you for the opportunity to respond to the Board of Real Estate Appraiser's Performance Oversight Hearing questions in advance of the January 29, 2026, hearing. Included with this letter, please the Board of Real Estate Appraiser's responses to the Performance Oversight Hearing questions that pertain to the Board.

I will be certain to provide the Committee with my written testimony prior to the hearing in accordance with the Council's submission deadline.

Sincerely,
/S/
Edward Downs
Chairman, Real Estate Commission

Commission-Specific Questions

1. Please list all reporting requirements in the District of Columbia Code or Municipal Regulations that the Commission is required to complete in FY 25 and FY 26, and their mandated due dates. For each report whose due date has passed, list the date reporting was completed. If the Commission did not produce the report on the mandated timeline, please explain why. In addition, please explain how the Commission uses these required reports to inform its oversight enforcement or policy decisions and whether any reporting requirements are insufficient to assess Commission performance or consumer risk.

Response: D.C. Official Code § 47-2853.10(e) provides that by March 1st of each calendar year, the Commission is to submit to the Mayor and the Council a report of its official acts during the preceding year.

2. What are the Commission's top five priorities? Please explain how the Commission expects to address these priorities in FY 26. In your response, please note which priorities are new since the Committee's last performance oversight hearing and which are continuing. For each priority, please identify how the Commission will determine whether progress has been made and what would cause the Commission to reconsider or deprioritize that effort.

Response: For FY 2026, the Commission has several goals and objectives. The Commission regularly evaluates ways to support real estate professions while also protecting the health, safety, and welfare of District residents. While the Commission has a number of goals for FY 2026, below are our top priorities

- a. Comprehensively review the Commission's applicable laws and regulations to identify where reforms and/or revisions are necessary. Continue to work with the Council to address property management companies. Specifically, the Commission will work with the Council on passing the LAMP Act. Offer more continuing education trainings for licensees;
 - b. Conduct a Fair Housing Instructor Development Workshop;
 - c. Increase transparency by publishing at least two newsletters;
 - d. Conduct continuing education bank research; and
 - e. Strengthen outreach and engagement by developing and executing target outreach strategies and fostering stronger relationships with stakeholders.
3. Please describe any new initiatives or programs implemented in FY 25 and FY 26, to date, to improve Commission effectiveness or consumer protection. For each, explain:
 - a. The specific problem the initiative was intended to address;
 - b. What evidence the Commission uses to assess whether the initiative is working; and
 - c. Whether the initiative changed enforcement outcomes, compliance behavior, or consumer risk.

Response: The Real Estate Commission is responsible for licensing and regulating real estate professionals (i.e., real estate brokers, real estate salespersons, and property managers) as a means for protecting consumers. To achieve this goal, the Commission implemented the following new initiatives in FY 2025 and FY 2026, to date. With the support of DLCP, the Commission is utilizing a new complaint and investigatory process. This new process, which is applied to the other boards and commissions, will allow for quicker processing times and improved outcomes for complainants.

4. Please provide the number of FOIA requests submitted to the Commission or to the Department of Licensing and Consumer Protection (DLCP) on the Commission’s behalf for FY 25 and FY 26, to date, specifying how many were granted, partially granted, denied, and are currently pending.

Additionally, provide details on:

- a. The average response time;

Response: The estimated response time to the FOIA office is 5 days.

- b. The estimated number of full-time employees (FTEs) needed to process these requests;

Response: The estimated number of employees is 2.

- c. The estimated number of hours spent responding to them; and

Response: The estimated number of hours spent on responding to a FOIA request is 1-2 hours.

- d. The cost of compliance.

Response: This information is not tracked by the Commission.

Response: In Fiscal Year 2025, the Real Estate Commission received 16 FOIA requests, and in FY 2026, to date, we have received one request that is still pending. See the chart below for a more information about the individual FOIA requests.

DLCP has two staff members that handle FOIA requests. On average, they process these requests in five business days, and they spend one to two hours on each request. While the Commission receives a number of FOIA requests during the year, it has not affected our ability to complete its core functions.

FY 25 FOIA Requests	
R002374-120825	No Responsive Records
R000597-101925	Partial Release – some information was redacted
R015099-091525	Partial Release – some information was redacted
R012398-070625	Partial Release – some information was redacted
R012455-070725	Full Release
R011880-061925	Partial Release – some information was redacted
R011688-061325	Full Release

R010902-052125	Partial Release – some information was redacted
R005770-121624	Partial Release – some information was redacted
R007804-022425	No Responsive Records
R007100-020325	Denied (Open investigation)
R009922-042325	Full release
R008717-032125	Partial Release – some information was redacted
R008697-032025	Full release
R008415-031325	No records found
R006035-122624	Full release

FY 26 FOIA Requests	
R001898-112025	Pending

5. Please list and describe any investigations, audits, or reports on the Commission or any employee of the Commission that are ongoing or were completed during FY 25 and FY 26, to date. For each, identify the entity conducting the work, the scope, and the current status or findings. If none were conducted, please explain how the Commission assesses its own performance and identifies risks or deficiencies in the absence of external audits or evaluations.

Response: The Commission does not have any pending investigations, audits, or reports.

6. Please provide a list of all members who have served on the Commission during FY 25 and FY 26, to date, including:

- Their most recent date of appointment;
- The date their term expired or will expire;
- The Ward in which they reside;
- The number of meetings they have attended as a member in FY 25 and FY 26, to date; and
- Which of the statutory Commission roles they fulfill (broker, salesperson, property manager, real estate attorney, or consumer).

Please explain how attendance patterns, vacancies or expired terms have affected the Commission’s ability to process licenses, hear disciplinary matters, or meet statutory obligations.

Response: The Commission continues to meet all of its goals relating to the review and approval of licenses, address disciplinary matters and meet statutory obligations.

Name	Organization/ Ward	Appointed by	Appointed Date	Expires	Attendance (Absences)
Frank Pietranton (Broker)	Ward 3	Mayor Bowser	6/13/2014	2/13/2023*	3 meetings
Ericka Black (Salesperson)	Ward 4	Mayor Bowser	2/1/2019	12/13/2027	11 meetings (1 absence)

Elizabeth Blakeslee (Broker)	Ward 2	Mayor Bowser	2/15/2019	12/13/2025	12 meetings
Joseph Borger (Property Manager)	Ward 3	Mayor Bowser	4/30/2019	12/13/2023*	3 meetings
Monique Owens (Property Manager)	Ward 5	Mayor Bowser	12/8/2017	12/13/2023**	12 meetings
Edward Downs (Broker)	Ward 2	Mayor Bowser	9/8/2017	12/13/2027	12 meetings
Patrice Richardson (Consumer)	Ward 4	Mayor Bowser	3/28/2022	12/13/2025	11 meetings (1 absence)

* Term concluded in 2024 and are no longer serving on the Commission.

** Term concluded in 2023 and serving on the Commission until replacement is sworn in.

7. Please provide a list of the Commission’s meeting dates, times, attendance, locations, and whether a quorum was present for all meetings in FY 25 and FY 26, to date. Please note any meetings that were cancelled and the reason for cancellation, if applicable. Additionally, please identify any instances where lack of quorum, meeting cancellations or delayed meetings affected licensing timelines, enforcement actions, or consumer outcomes.

Response: Please see below for a list of the Commissions’ meeting dates for FY 2025 and FY 2026, to date. You may find copies of the Commission’s meeting agendas and meeting minutes attached to these responses. See Attachment 1 (meeting agendas) and Attachment 2 (meeting minutes).

FY25 Dates	Time	Attendance (Absent)	Location
10/8/2024	10:00 am	Frank Pietranton, Ulani Gulstone, Elizabeth Blakeslee, Ericka Black, Joseph Borger, Monique Owens, Edward Downs, Ramona Barber, and Patrice Richardson	Webex Conference
11/12/2024	10:00 am	Frank Pietranton, Elizabeth Blakeslee, Ericka Black, Joseph Borger, Monique Owens, and Edward Downs (Patrice Richardson)	ZOOM Conference
12/10/2024	10:00 am	Frank Pietranton, Elizabeth Blakeslee, Joseph Borger, Monique Owens, Edward Downs, and Patrice Richardson (Ericka Black)	ZOOM Conference
1/14/2025	10:00 am	Elizabeth Blakeslee, Ericka Black, Edward Downs, Monique Owens, and Patrice Richardson	ZOOM Conference
2/11/2025	10:00 am	Elizabeth Blakeslee, Ericka Black, Edward Downs, Monique Owens, and Patrice Richardson	ZOOM Conference
3/11/2025	10:00 am	Elizabeth Blakeslee, Ericka Black, Edward Downs, Monique Owens, and Patrice Richardson	ZOOM Conference
4/8/2025	10:00 am	Elizabeth Blakeslee, Ericka Black, Edward Downs, Monique Owens, and Patrice Richardson	ZOOM Conference
5/13/2025	10:00 am	No quorum	ZOOM Conference
6/10/2025	10:00 am	Elizabeth Blakeslee, Ericka Black, Edward Downs, Monique Owens, and Patrice Richardson	ZOOM Conference
7/8/2025	10:00 am	Elizabeth Blakeslee, Ericka Black, Edward Downs, Monique Owens, and Patrice Richardson	ZOOM Conference
8/2024		Recess	

9/9/2025	10:00 am	Elizabeth Blakeslee, Ericka Black, Edward Downs, Monique Owens, and Patrice Richardson	ZOOM Conference
FY26 Dates	Time	Attendance (Absent)	Location
10/14/2025	10:00 am	No quorum	ZOOM Conference
11/18/2025	10:00 am	Elizabeth Blakeslee, Ericka Black, Edward Downs, Monique Owens, and Patrice Richardson	ZOOM Conference
12/9/2025	10:00 am	Elizabeth Blakeslee, Ericka Black, Edward Downs, Monique Owens, and Patrice Richardson	ZOOM Conference

8. Please list all license types offered by the Commission and the associated fees, including:
- New license fees (including application fees);
 - Renewal fees; and
 - Any other recurring fees charged to licensees (for example, late fees or reactivation fees).

Please explain how the Commission evaluates whether current fee levels appropriately balance consumer protection, compliance incentives, and access to licensure.

Response: For a list of the Commission’s license types and associated costs, please see the chart below:

License Type	New License Fee (including Application)	Renewal Fee	Late Renewal Fee	Reinstatement Fee
Salesperson	\$195	\$130	\$50	\$195
Real Estate Broker	\$235	\$170	\$50	\$275
Property Manager	\$235	\$170	\$50	\$275
Real Estate Organization	\$235	\$170	\$50	\$275

9. If the Commission waived any fees in FY 25 and FY 26, to date:
- In how many instances per category of fee, and in what total dollar amount for each category; and
 - What is the process for receiving and reviewing fee waiver requests, including the criteria the Commission or DLCP applies.

Response: The Commission did not waive any of its fees in FY 2025 or FY 2026, to date.

10. Please summarize licensure actions taken for each license type in FY 25 and FY 26, to date, including at minimum the following categories:
- New licenses issued;
 - License renewals;
 - License suspensions;
 - License revocations; and
 - Any other significant licensure actions (for example, summary suspensions or consent orders).

Please identify any notable trends or abnormalities in licensure, renewals, suspensions, or revocations and explain what those trends indicate about compliance or enforcement effectiveness.

Response: In comparing new Real Estate Commission applications across fiscal years, FY24 recorded 938 applications, while FY25 saw a slight decrease to 930, reflecting a decline of approximately 0.85%. Currently, in FY26 year-to-date, we are tracking 180 applications.

FY 2025 was a renewal year for the real estate licensees. Licenses are renewed every two years. During the renewal period, 13,430 licensees renewed their license across the following license types:

License Type	Renewed Licenses
Real Estate Broker	2314
Property Manager	661
Real Estate Organizations	1031
Salesperson	9424

In comparison to the prior renewal period in FY23, where 12,904 licensees renewed their license.

The Commission did not revoke or suspend any licenses in FY25 or FY26.

11. How many fines were issued to licensees in FY25 and FY26, to date, in what amounts, and for what reasons? In your response, please break out:
- The number of fines and total dollar amount by violation type; and
 - The number of fines and total dollar amount by license type and by whether the respondent is an individual or an organization.

Additionally, please explain whether the types and amounts of fines imposed are sufficient to deter repeat violations and whether certain violations are under-enforced.

Response: In FY 25 and FY 26, to date, the Commission issued the following fines:

FY25 Commission Fines Issued			
License Type	Violation Type	Individual/Organization	Amount
REO98372319	Practicing real estate on an expired license	Organization	\$5000
PM200201409	Practicing real estate on an expired license	Individual	\$2500
REO34582	Practicing real estate on an expired license	Organization	\$5000
BR200201490	Practicing real estate on an expired license	Individual	\$2500
REO98371480	Practicing real estate on an expired license	Organization	\$5000
REO98368244	Practicing real estate on an expired license	Organization	\$5000

REO20020072	Practicing real estate on an expired license	Organization	\$5000
REO200200556	Practicing real estate on an expired license	Organization	\$5000
REO98378050	Practicing real estate on an expired license	Organization	\$2500
REO98372605	Practicing real estate on an expired license	Organization	\$5000
REO215233	Practicing real estate on an expired license	Organization	\$5000
REO600128	Practicing real estate on an expired license	Organization	\$5000
REO98379934	Practicing real estate on an expired license	Organization	\$5000
REO98376874	Practicing real estate on an expired license	Organization	\$5000
REO100558	Practicing real estate on an expired license	Organization	\$5000
REO98376365	Practicing real estate on an expired license	Organization	\$5000
REO98369481	Practicing real estate on an expired license	Organization	\$5000
SP40000314	Practicing real estate on an expired license	Individual	\$2500
SP101159	Practicing real estate on an expired license	Individual	\$2500
PM200201468	Practicing real estate on an expired license	Individual	\$2500
PM40000198	Practicing real estate on an expired license	Individual	\$2500
PM98376238	Practicing real estate on an expired license	Individual	\$2500
REO98360888	Practicing real estate on an expired license	Organization	\$5000
REO12842	Practicing real estate on an expired license	Organization	\$5000
PM200201384	Practicing real estate on an expired license	Individual	\$2500
REO40000192	Practicing real estate on an expired license	Organization	\$5000
PM40000176	Practicing real estate on an expired license	Individual	\$2500
BR98368769	Practicing real estate on an expired license	Individual	\$2500
SP98369157	Practicing real estate on an expired license	Individual	\$2500
REO99814	Practicing real estate on an expired license	Organization	\$5000
REO98372401	Practicing real estate on an expired license	Organization	\$5000
REO98371375	Practicing real estate on an expired license	Organization	\$5000
SP200201583	Practicing real estate on an expired license	Individual	\$2500

BR98374463	Practicing real estate on an expired license	Individual	\$2500
REO40000256	Practicing real estate on an expired license	Organization	\$5000
PM40000260	Practicing real estate on an expired license	Individual	\$2500
PM200201152	Practicing real estate on an expired license	Individual	\$2500
PM200200328	Practicing real estate on an expired license	Individual	\$2500
SP20020275	Practicing real estate on an expired license	Individual	\$2500
REO600428	Practicing real estate on an expired license	Organization	\$5000
REO12842	Practicing real estate on an expired license	Organization	\$5000

FY26 Commission Fines Issued			
License Type	Violation Type	Individual/Organization	Amount
PM200200774	Practicing real estate on an expired license	Individual	\$2500
PM40000182	Practicing real estate on an expired license	Individual	\$2500
SP89295	Practicing real estate on an expired license	Individual	\$2500
PM200200209	Practicing real estate on an expired license	Individual	\$2500
PM200200964	Practicing real estate on an expired license	Individual	\$2500
PM200200514	Practicing real estate on an expired license	Individual	\$2500
REO40000153	Practicing real estate on an expired license	Organization	\$5000
SP40002081	Practicing real estate on an expired license	Individual	\$2500
SP40001072	Practicing real estate on an expired license	Individual	\$2500
SP200205673	Practicing real estate on an expired license	Individual	\$2500

12. Please provide a summary of complaint processing activities in FY 25 and FY 26, to date, including at minimum:
- The total number of complaints received by the Commission and/or DLCP's Consumer Protection Unit (CPU);
 - The number of complaints referred to CPU by the Commission (if applicable);
 - The number of complaints investigated and closed by CPU;
 - The number of complaints investigated and referred to the Commission by CPU;
 - The number of complaints that resulted in disciplinary action against a licensee, by type of discipline;
 - The number of complaints pending review by CPU and ripe for referral to the Commission; and
 - Any patterns the Commission has identified in complaints received, including trends in allegations such as misrepresentation of property conditions, unlicensed practice, or trust account violations.

Where possible, please provide this information broken down by license type and by whether the complaint involved sales transactions, leasing, property management, or other activities. Please also identify where complaints most commonly stall or fail to result in corrective action, and why.

Response: In FY25, the Commission received a total of 70 complaints. Each complaint was reviewed and determined to fall into one of the following categories: no violation, a civil matter, or outside the Commission's jurisdiction. As a result, no disciplinary action was taken on any of these cases. For more details about the complaints the Commission received, please refer to the charts below:

Complaint Received Date		
Case Type	FY2025	FY2026
Real Estate Commission	70	8
Grand Total	70	8

Real Estate Commission Complaint Case Outcomes			
Case Type	Case Outcome	FY 2025	FY 2026
Real Estate Commission	No Outcome Listed	5	4
	Case Closed	23	1
	NOI Referred to OCI	9	1
	Other	33	2
Grand Total		80	8

13. The Commission’s funding is provided from licensee fees paid into the Real Estate Guaranty and Education Fund. Please provide an update on the Fund for FY 25 and FY 26, to date, including:
- The beginning balance for each fiscal year;
 - The total amount deposited into the Fund in each year and the sources of those deposits;
 - The total amount spent from the Fund in each year, broken down by major category of expenditure (for example, Commission operations, training and education, settlements, travel, and other); and
 - The current Fund balance and any restrictions on the use of Fund monies. Please explain how the Commission determines whether Education Fund expenditures are reducing consumer harm or improving compliance, and how it decides between education versus enforcement investments.

Response:

For information about the fees that are deposited in the Real Estate Guaranty and Education Fund, please refer to the chart below:

Real Estate Guaranty and Education Fund			
	FY 25	FY 26	
Beginning Balance	\$1,097,106	\$117,752	
Supplemental	(\$1,170,457)	-	
Revenue	\$217,862	\$48,085	Deposit Sources: Real estate brokers, salespersons and property managers must pay a license fee to do business in DC.
Expenditures	\$26,759	-	Purpose of Expenditures: Travel - employees and board members; conference fees; membership dues)
Current Fund Balance	\$117,752	\$165,837	

14. Please describe the impact on real estate practices and home prices in the District resulting from the National Association of Realtors lawsuit settlement in March 2024. In particular, please:

- a. Describe any changes in standard brokerage agreements, commission practices, or listing procedures observed in the District since last year’s oversight hearing;
- b. Provide any available data or analyses regarding impacts on home prices, days on market, or buyer or seller costs; and
- c. Explain how the Commission is monitoring compliance with District law and regulations in light of these changes.

Please describe what indicators the Commission is monitoring to assess impact and what enforcement or guidance actions would be triggered by noncompliance.

a. Describe any changes in standard brokerage agreements, commission practices, or listing procedures observed in the District since last year’s oversight hearing

Response: Licensees generally utilize standardized forms prepared by Realtor Associations at the local/regional level (Greater Capital Area Association of Realtors – GCAAR), the state level (DC Association of Realtors), and the national level (National Association of Realtors). These forms, including property listing agreements, are developed by the appropriate association with input from legal counsel to ensure compliance and accuracy. In the District of Columbia, GCAAR is the primary association responsible for issuing these forms. GCAAR maintains a library of approximately 230 forms and conducts quarterly reviews to update and revise them as necessary. It should also be noted that active real estate licensees in the District of Columbia maintain membership in these organizations, which reinforces adherence to industry standards and best practices.

Since last year’s Performance Oversight Hearing, the following forms have been changed to reflect the recent lawsuits:

Listing Agreement for Improved Real Property and Cooperatives

Changed as of 2/2025: Paragraph 7C is now a separate paragraph where the seller offers to pay an amount of the Buyer Broker Compensation. It also explicitly states that any Buyer Broker Compensation is negotiable and must be made part of any ratified contract of sale.

Addendum of Clauses – form B

Changed as of 8/2025: Paragraph 7 now requires all parties to acknowledge with their initials a statement of any amount of the Brokerage Fee to be paid by the Buyer. (A similar acknowledgement of the Seller’s payment of a Buyer’s Broker fee was introduced in 7/2024.) Both of these specific statements of ‘who pays what’ are obviously intended to add transparency and avoid any confusion.

b. Provide any available data or analyses regarding impacts on home prices, days on market, or buyer or seller costs

Response: Analyzing home prices, days on the market, and buyer and seller costs are challenging. There are several local and national trade associations that publish this information, but they are inconclusive. Analyzing this data is challenging because they are affected by many other market factors.

c. Explain how the Commission is monitoring compliance with District law and regulations in light of these changes.

Please describe what indicators the Commission is monitoring to assess impact and what enforcement or guidance actions would be triggered by noncompliance.

Response: The changes in real estate practice that have occurred as a result of recent lawsuits have not significantly changed how the Commission monitors compliance with DC License Law and Regulations. What has changed is the content of any continuing education courses the Commission offers to ensure licensees are aware and informed. Nonetheless, the Commission continues to monitor what national and local associations are doing, as well as other states, to determine what changes might be necessary to ensure that effective enforcement tools and mechanisms.

15. Please describe the current ethical standards and regulations that apply to real estate agents versus those that apply to property managers in the District. In your response, please:
- a. Identify any key differences in ethical obligations and prohibited conduct between the two groups;
 - b. Describe any efforts by the Commission to educate both tenants and property managers about the roles and responsibilities each group has in maintaining safe and habitable living conditions; and
 - c. Explain whether the Commission has identified any gaps or conflicts between existing ethical standards and other District housing or consumer-protection laws in practice, including where compliance with one framework does not ensure compliance with another, and if so, how the Commission is addressing those gaps.

Response: In the District of Columbia, real estate professionals – brokers, real estate salespersons, property owners, and real estate organizations – must comply with the real estate code of ethics. See 17 DCMR 2609. To our knowledge, there does not appear to be a gap or conflicts between existing ethical standards and other District housing or consumer protection laws.

16. How does the Commission assess whether its current enforcement tools and penalties are sufficient to deter misconduct, particularly among repeat or high-volume actors?

Response: The Commission regularly evaluates its administrative, procedural, and enforcement tools. As members of local and national real estate associations, we keep abreast of changes in the law and what other states are doing to determine whether the District's laws

are current and as robust to ensure the peace, welfare and safety of District residents are being upheld.

17. What aspects of the Commission’s enforcement or oversight responsibilities are most constrained by reliance on DLCP, and what risks does that pose to timely consumer protection?

Response: No aspect of the Commission’s enforcement or oversight responsibilities are constrained by reliance on DLCP.

18. What is the Commission’s tolerance for delays in licensing, renewals, or complaint resolution, and how does it assess when delays rise to a consumer protection concern?

Response: As the body responsible for licensing real estate professionals in the District of Columbia, the Commission has a low tolerance for licensing delays. It is for this reason that the Commission seeks to avoid having to cancel meetings for lack of a quorum. We recognize the responsibility that we have for helping individuals to become licensed real estate professionals, and it is a responsibility we do not take lightly.

19. During the FY25 performance oversight hearing, the Commission stated that it does not collect data needed to assess ownership concentration, corporate participation, or other market trends affecting consumers and tenants. Please explain the rationale for not collecting this information, whether the Commission has evaluated the feasibility or value of collecting such data since that hearing, and what risks this poses to effective oversight and consumer protection. If the Commission believes that this information is not necessary, please identify what information the Commission would need to meaningfully evaluate such trends and explain whether the absence of this data limits the Commission’s regulatory effectiveness.

Response: The Commission does not collect data on ownership concentration or corporate participation. Collecting such data would require additional authority, resources, and infrastructure. Since the FY25 oversight hearing, the Commission believes a significant investment in systems and expertise would be necessary. While current processes ensure compliance, the absence of this information limits the ability to identify systemic risks and market inequities. Evaluating trends meaningfully would require access to ownership structures, transaction volumes, and pricing data, highlighting the potential value of future collaboration with stakeholders to secure authority, access, and funding for enhanced data collection

20. What is the status of the continuing education portal? In your response, please:

- a. Describe any steps taken since last year’s oversight hearing to design, procure, or implement a portal;
- b. Provide a projected timeline and milestones for development, testing, and full launch;
- c. Identify any remaining obstacles, including funding or procurement barriers;

- d. Explain any interim measures in place to verify compliance with continuing education requirements; and
- e. Explain what risks to compliance or enforcement exist while interim measures remain in place.

Response: In line with industry trends and consistent with other non-health occupational and boards and commissions within DLCP's purview, the Commission is exploring multiple approaches to verify continuing education compliance, including self-attestation.

21. Please describe any public-private partnerships that the Commission participated in to expand educational or outreach efforts in FY 25 and FY 26, to date. For each partnership, describe:
- a. The partner organization;
 - b. The purpose and activities of the partnership;
 - c. Any funding or in-kind contributions; and
 - d. Outcomes or performance measures used to evaluate impact.

Response: The Commission partnered with Savoy Elementary School on educating students on careers in the real estate field. The Commission and staff visited each classroom from pre-kindergarten to fifth grade.

The Commission also partnered with the Historic Preservation League to sponsor courses on historic preservation. The Historic Preservation Seminars 101 and 201 were once again very well received. Nearly 100% of the evaluations on a scale of 1 – 5, with 5 being excellent, rated the programs as excellent. During the Historic Preservation Seminars there were 49 licensees that attended the HP101 course and 13 licensees that attended the HP201 course.

22. What demographic data does the Commission or DLCP collect about licensees, if any? If available, please provide a breakdown, by race and gender, of each category of licensees regulated by the Commission. If demographic data are not collected, please:
- a. Explain why;
 - b. Describe any legal or operational barriers to collecting such data; and
 - c. Indicate whether the Commission has considered options to begin collecting voluntary demographic information to better understand the composition of the regulated community and if so, what legal, technical, or policy changes would be required to begin collecting that information.

Response: The Commission does not track demographic information for licensees.

23. How has the Commission collected feedback from licensees (for example, surveys, town halls, stakeholder meetings) in FY 25 and FY 26, to date? Please summarize:
- a. The mechanisms used to obtain feedback;
 - b. Key themes or concerns raised by licensees; and
 - c. Any operational or policy changes the Commission has made in response.

Response: The DC Historic Preservation League conducts surveys of the Seminar’s attendees and maintains that information.

24. Please describe any major activities and accomplishments in FY 25 and FY 26, to date, that are not addressed above. For each, explain how the activity or accomplishment advances the Commission’s mission or improves outcomes for District residents.

Response: The Commission accomplished a lot in FY 2025 and we are excited about we will accomplish in FY 2026. We continued to build on our outreach efforts, particularly to elementary, middle and high school students. For example, Commission members participated in the Marion Barry Summer Youth Employment Program’s Career Day on July 28, 2025. Additionally, Chairman Downs participated in a half-day program at Savoy Elementary School where he spoke to the children about the real estate profession.

In addition to our outreach efforts, the Commission built upon its goal of assessing its regulations and making changes where necessary. In FY 2025, we, in collaboration with GCARR and other industry stakeholders and other District Government agencies to update the Seller Disclosure Form. We discussed this at last year’s oversight hearing, and I am excited to share that this came to fruition.

25. Please share any legislative priorities or recommendations for the Council for Council Period 26, including any updates to the priorities you identified at last year’s oversight hearing. In your response, please highlight:

- a. Any changes needed to the Commission’s enabling statutes or regulations;
- b. Any legislative recommendations related to property management companies, wholesalers, or other emerging issues in the real estate market; and
- c. Any technical or clarifying amend

Please identify which priorities are most urgent and why.

Response: The Commission continues to assess the needs of the industry and regulatory trends to determine what changes are necessary here in the District. A top priority for the Commission is seeing the LAMP Act passed by Council. Secondly, we are looking at how to remove barriers to licensure while ensuring the health, safety, and welfare of District residents are not compromised.

GENERAL QUESTIONS (COUNCIL BUDGET OFFICE PERFORMANCE TEAM)

Note: this year the Council Office of the Budget Director's Performance Initiative developed a set of standard questions that Council committees may use to help standardize data collection and analysis from office to office and year to year. Departures from the standard questions are noted in brackets.

Governance and Personnel:

26. Please provide a complete and current organizational chart for the agency and each division and subdivision within the agency, including:
- a. The names and titles of all senior personnel;
 - b. A description of the roles and responsibilities for each division and subdivision;
 - c. A narrative explanation of any changes to the organizational chart made in the last calendar year; and
 - d. An indication of whether any positions in the chart are vacant.

Response: N/A

27. Please provide a complete, up-to-date list of contract workers working directly for your agency, ordered by program and activity, and including the following information for each position:
- a. Title of position;
 - b. Indication that the position is filled or vacant;
 - c. Date employee began in the position;
 - d. Whether the position must be filled to comply with federal or local law;
 - e. If applicable, the federal or local law that requires the position be filled;
 - f. The entity from which they are contracted; and
 - g. The contracted annual cost.

Response: N/A

28. Please provide, for each month of FY25 through FY26 to date, the net number of personnel separated from and hired to the agency.

Response: N/A

29. Does the agency conduct annual performance evaluations of all its employees? If so, who conducts such evaluations? What steps are taken to ensure that all office employees are meeting individual job requirements?

Response: N/A

30. Please provide the following for each collective bargaining agreement that is currently in effect for agency employees:
- a. The bargaining unit (name and local number);
 - b. The start and end date of each agreement;
 - c. The number of employees covered;
 - d. Whether the agency is currently bargaining;
 - e. If currently bargaining, anticipated completion date;
 - f. For each agreement, the union leader's name title and contact information; and
 - g. A copy of the ratified collective bargaining agreement.

Response: N/A

31. Please list all employees currently detailed to or from your agency. For each detailed employee, include:
- a. The reason for the detail;
 - b. The job duties if detailed to your agency;
 - c. The start date of detail;
 - d. The agency the employee is detailed to/from; and
 - e. The projected date of return.

Response: N/A

32. Please provide a copy of your agency's Schedule A, as of the date of receipt of this questionnaire.

Response: N/A

33. Please provide a list and description of all memorandums of understanding and memorandums of agreement in effect during FY25 and FY26, to date.

Response: N/A

Finance and Budget:

34. Please provide a status report, including timeframe of completion, for all projects for which your agency currently has capital funds available.

Response: N/A

35. Please provide copies of all budget enhancement requests (The Form B or similar form) submitted in the formulation of the FY25 and FY26 proposed budgets.

Response: N/A

36. Please list all budget enhancements in FY26 and provide a status report on the implementation of each enhancement.

Response: N/A

37. Please fill out the attached spreadsheet titled “Question 12 Grants Received,” and list all federal and/or private grants received by your agency in FY25 and FY26 to date, current balances, and indicate any that lapsed during or at the end of [previous fiscal year].

- a. Please submit the completed document in both Excel and PDF formats.
- b. Please include your Agency Code in the filename (e.g., question_12_AB0_2026.xls).

Response: N/A

38. List all grants issued by your agency in FY25 and FY26, to date in the attachment labeled “Question 13 Grants Issued”.

- a. Please submit the completed document in both Excel and PDF formats.
- b. Please include your Agency Code in the filename (e.g., Question_13_AB0_2026.xls).

Response: N/A

Operations:

39. Please provide the Committee with a list of all vehicles owned or leased by the agency; the purpose of the vehicle; the division the vehicle is assigned to, if applicable; and whether the vehicle is assigned to an individual employee.

Response: N/A

40. For each objective and activity in the agency’s FY25 Performance Plan, please list:

- a. The measure of greatest improvement for the agency, and the actions the agency took to improve that measure’s outcome, efficiency or quantity; and
- b. For all measures with missed targets (if any), explain the actions the agency is taking to improve that measure’s outcome, efficiency, or quantity.

Response: N/A

41. List all new objectives, activities and projects in the agency’s [current fiscal year] Performance Plan and explain why they were added.

Response: N/A

42. Describe problems and challenges, including chronic maintenance issues and design flaws, in agency-owned or leased facilities.

- a. What capital or operating projects arose from these issues in FY25 and FY26 to date, including cost and actions taken?

Response: N/A

43. Please list each new initiative implemented by the agency during FY25 and FY26 to date.

For each new initiative, please provide:

- a. A description of the initiative;
- b. Actual start date;
- c. Actual or anticipated end date;
- d. The funding required to implement the initiative;
- e. Whether the initiative was mandated by legislative action;
- f. Problems or challenges faced in the program's implementation;
- g. The metrics the agency is collecting to measure the initiative's success; and
- h. An assessment of the initiative's success thus far.

Response: N/A

44. Please list any legislation that impacts your agency from FY25 and FY26 and provide a status report on the agency's implementation related to each piece of legislation.

Response: N/A(?)

45. Customer feedback

- a. How does the agency solicit feedback from customers (i.e., District residents served)? Please describe.
- b. What has the agency learned from this feedback?
- c. How has the agency changed its practices because of such feedback?

Response: N/A(?)

Laws, Audits, and Reports:

46. Please identify any legislative modifications that would enable the agency to better meet its mission.

Response: N/A

47. Please identify any regulatory impediments to your agency's operations.

Response: N/A

48. Please list and describe any ongoing investigations, audits, or reports on your agency or any employee of your agency, or any investigations, studies, audits, or reports on your agency or any employee of your agency that were completed during FY25 and FY26 to date.

Response: N/A

49. Please identify and provide an update on what actions have been taken to address all recommendations made during the previous three years by:
- a. Office of the Inspector General;
 - b. D.C. Auditor;
 - c. Internal audit; and
 - d. Any other federal or local oversight entities.

Response: N/A

50. Please list all pending lawsuits in which the agency, or its officers or employees acting in their official capacities, are named as defendants, and for each case provide the following:
- a. The case name;
 - b. Court where the suit was filed;
 - c. Case docket number;
 - d. Case status; and
 - e. A brief description of the case

Response: N/A

51. Please list the total amount of money the agency or the District, on behalf of the agency, expended to settle claims against it, or its officers or employees acting in their official capacities, in FY25 and FY26 to date.

Response: N/A

52. Please list each settlement the agency or the District, on behalf of the agency, entered into in FY25 and FY26 to date that involved claims against the agency, or its officers or employees in their official capacity, including any settlements covered by D.C. Code § 2-402(a)(3). For each settlement, provide:
- a. The amount of the settlement;
 - b. If related to litigation, the case name and brief description; and
 - c. If unrelated to litigation, please describe the underlying issue or reason for the settlement (e.g. administrative complaint, etc.).

Response: N/A

53. Please list all administrative complaints or grievances that the agency received in FY25 and FY26 to date. For each complaint, list:
- a. The source of complaint;
 - b. The process utilized to respond to the complaint or grievance;
 - c. Any changes to agency policies or procedures that resulted from the complaint or grievance; and

d. If resolved describe the resolution.

Response: N/A

54. Is the agency currently party to any active non-disclosure agreements? If so, please provide all allowable information on all such agreements, including:
- a. The number of agreements;
 - b. The department(s) within the agency associated with each agreement; and
 - c. Whether any agreements are required for specific positions (please list each position by division and program and indicate whether the position is contracted)

Response: N/A

Data

55. In filterable and sortable spreadsheet, please list all electronic databases maintained by your agency, including the following:
- A detailed description of the information tracked within each system;
 - The age of the system and any discussion of substantial upgrades that have been made or are planned to the system; and
 - Whether the public can be granted access to all or part of each system.

Response: N/A

56. Please provide a list of all studies, research papers, and analyses (“studies”) the agency or an agency’s employee requested, prepared, presented or contracted for during FY25. For each study please list:
- The status;
 - The purpose; and
 - A link (if published) to the study, research paper or analysis.

Response: N/A

57. Please list contracts and procurements awarded, entered into, extended, or for which an option year was exercised, by the agency during FY25 and FY26, to date in the attached spreadsheet titled “Contracts and Procurements”.
- Please include your Agency Code in the filename (e.g., AB0_2026_Contracts and Procurements.xls)
 - You may add additional lines to the sheet but please do not change any other formatting.

Response: N/A

Misc.

58. Please list any statutory mandates that the agency lacks sufficient resources to fully implement.

Response: N/A

59. What are three areas, programs, or initiatives within your agency where you see the most opportunity to make progress toward racial equity?

Response: N/A

60. Please list any task forces, committees, advisory boards, or membership organizations in which the agency participates.

Response: The occupational and professional licensing boards and commissions are associated with the following membership organizations:

- a. Real Estate Educators Association (REEA) – Membership
- b. The Association of Real Estate License Law Officials (ARELLO) – Membership
- c. Greater Capital Area Association of Realtors – (GCAAR)
- d. DC Association of Realtors
- e. National Association of Realtors