

Louisiana Real Estate Commission
State of Louisiana
Office of the Governor

JEFF LANDRY
GOVERNOR



TAYLOR F. BARRAS
COMMISSIONER OF ADMINISTRATION

DECEMBER 18, 2025
MEETING MINUTES

On Thursday, December 18, 2025, the Louisiana Real Estate Commission (“LREC” and/or “Commission”) conducted its regularly scheduled, monthly meeting in-person at the Commission’s domicile office located at 9071 Interline Avenue, Baton Rouge, LA, 70809 in accordance with La. R.S. 37:1430 *et seq* and other applicable law.

Commission Members Present:

Mr. Joseph Pappalardo, Jr., Chair (Sup. Ct. Dist. 7) Mr. Theodore Major, Secretary (At-Large)

Ms. Hanna Chustz (Sup. Ct. Dist. 5)

Mr. Tony Cornner (3rd Congress. Dist.)

Ms. Paula Duncan (Sup. Ct. Dist. 3)

Mr. Jeff Free (Sup. Ct. Dist. 2)

Ms. Doneva Halphen (Sup. Ct. Dist. 1)

Ms. Carole Horn (At-Large)

Mr. Matt Ritchie (Sup. Ct. Dist. 4)

Ms. Gladys Smith-Coward (Sup. Ct. Dist. 5)

Commission Members Absent:

Ms. Synde Devillier, Vice Chair (Sup. Ct. Dist. 6) Ms. Carole Horn (At-Large)

Staff Present:

Ms. Summer S. Mire, Executive Director

Mr. Thomas E. Devillier, Dep. Dir. / Exec. Counsel

Ms. Arlene Edwards, General Counsel

Mr. Rhett Bordelon

Ms. Dusty Evans

Ms. Malissa Fowler

Ms. Brandi Guy

Ms. Telly Hollis

Ms. Jessica Neal

Ms. Allison OToole

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Mr. Jeremy Travis

Ms. Nikki Wallace

Ms. Jenny Yu

Others Present:

Mr. Brian Andrews, LSU

Mr. Rick Roberts, Fmr. Commissioner

Mr. Wardell Coward

Ms. Anna Trimble, Burk Baker School of Real Estate & Appraising, LLC

Mr. David Trimble, Burk Baker School of Real Estate & Appraising, LLC

I. CALL TO ORDER

Chairman Pappalardo called the meeting to order at or about 10:00 a.m. A roll call was conducted in open meeting. See attendance detailed above. Secretary Major led the invocation, and Chairman Pappalardo led the Pledge of Allegiance.

II. PUBLIC COMMENTARY

Former Commissioner Rick Roberts thanked Chair Pappalardo for his leadership in 2025.

III. APPROVAL OF MEETING MINUTES

Commissioner Halphen made a motion, which was seconded by Commissioner Smith-Coward, and unanimously approved to adopt both (i) the minutes of the November 19, 2025, Legal/Legislative Subcommittee Meeting (Exhibit A) and (ii) the minutes of the November 20, 2025, Regular Meeting (Exhibit B) as written and circulated.

IV. PERSONAL APPEARANCES

1. Case No. 2025-1441; In re: Matthew E. Okolichany; Emergency Order 2025-005; Consideration of Proposed Final Findings of Fact, Conclusions of Law, and Order: Mr. Devillier began the discussion of *Emergency Order 2025-005* by stating that Mr. Okolichany confirmed he would not be in attendance. Mr. Devillier introduced the proposed *Findings of Fact, Conclusions of Law, and Order* and related exhibit evidence (Exhibit D). Commissioner Halphen made a motion, which was seconded by Commissioner Cornner, and unanimously approved to introduce the proposed *Findings of Fact, Conclusions of Law, and Order* and all related exhibit evidence *en globo*. Mr. Devillier provided an opening statement and factual summary of the case, including but not limited to criminal history records information. Commissioner Halphen made a motion, which was seconded by Commissioner Cornner, and unanimously approved to adopt the proposed, final *Findings of Fact, Conclusions of Law, and Order*, which in part ratified and affirmed *Emergency Order 2025-005*.

V. COMMITTEE REPORTS

1. Budget. Commissioner Cornner reported regarding the Commission's current budget report (Exhibit C).
2. Education. Ms. Mire provided an update regarding the recent "Train the Trainer" seminars. Ms. Mire led a brief discussion and concluded the committee report.
3. Legal / Legislative. Commissioner Ritchie stated there was no Legal & Legislative committee report for December.
4. Standardized Forms. Commissioner Halphen and Ms. Mire both provided updates regarding LREC's mandatory forms, providing in part that the documents are now available on the Commission's website.
5. Technology. None.

VI. EXECUTIVE DIRECTOR REPORT

1. Ethics and Sexual Harassment Training. Ms. Mire reminded the Commissioners about annual public training requirements and deadlines.
2. Introduction of New Staff. Ms. Mire introduced and welcomed Ms. Brandi Guy as the newest member of the LREC staff.
3. Renewal Period Update. Ms. Mire provided the Commissioners with details on the current annual renewal period. Chair Pappalardo requested that LREC begin delivering text message reminders for real estate licensees during the annual license renewal period. Ms. Mire responded that LREC staff had already begun pursuing mass text communications for those licensees who had not yet renewed their licenses and would be being delivered imminently.

VII. UNFINISHED BUSINESS

None.

VIII. NEW BUSINESS

2026 Committee Officer Appointments. Ms. Mire announced Chair-Elect Devillier's 2026 committee officer appointments as follows: Budget: Chair Smith-Coward and Vice Chair Major; Technology & Capital Assets: Chair Cornner and Vice Chair Free; Education: Chair Horn and Vice Chair Duncan; Legal/Legislative/Timeshare: Chair Pappalardo and Vice Chair Ritchie; Standardized Forms: Chair Halphen and Vice Chair Chustz.

IX. EXECUTIVE SESSION

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None.

X. ADJOURNMENT

Commissioner Halphen made a motion to adjourn, which was seconded by Commissioner Chustz, and unanimously approved. Meeting adjourned.