



Real Estate Commission

Office of Professional Regulation, Vermont Secretary of State

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Unapproved Minutes

Thursday, February 27, 2020

Members Present: Paul Harsch by phone, Alex Farrell, Paige Farrington, Kathleen Holmes, John Marchica by phone and Mikail Stein by phone
OPR Staff Present: Lauren Hibbert, Tara Grenier, and Aprille Morrison
Others Present: Katrina DelaBruere, Kevin Copeland, Teresa Merelman and Betty McEnany

1. 9:30 Call to Order

2. Changes to the agenda

- a. Alex Farrell requested 6b be tabled until the April meeting when Attorney Gilman is present.

3. Approval of December 6, 2019 minutes

- a. Paul Harsch moved to approve the minutes as written. Kathleen Holmes seconded the motion. Motion passed.

4. Disciplinary Matters: None

5. Public Comment

- a. Kathleen Holmes brought a question from Randy Mayhew: Has an examination provider been chosen and will it be PSI? Ms. Grenier informed members that the contract for PSI was executed this week and a decision on the exam has not been made by the Commission
- b. Katrina DelaBruere asked the Commission to review administrative rules regarding examinations. Currently Administrative Rule 2.7 states "*A candidate who fails one part of the exam may retake that part within the next six months. After six months or two failures, the candidate must retake the full exam.*" The association has heard many concerns from applicants that this is a barrier to obtaining licensure. The Commission will look into this when updating their Administrative Rules.

6. Topics for Discussion

- a. Budget reports – Lauren Hibbert, Director
 - i. Lauren Hibbert spoke to members about the 2020 budget. There are no recommendations at this time for fee changes. Director Hibbert will forward to Commission members the 2020 annual report page for Real Estate regarding complaints.
- b. Education approval process – Gabe Gilman – Tabled to April

7. Administrative Updates

- a. The Office of Professional Regulation has a new website. Ms. Grenier has requested Commission members to review the new site and contact her with any questions.
- b. The Office of Professional Regulation has a new development team for the licensing system, NGLP. Ms. Grenier welcomed feedback from Commission members regarding any current issues they may have working in the system.
- c. Director Hibbert informed members of the current bill with legislature, S.233. This bill proposes changes to licensure in the following areas
 - i. Pre-determination on background checks

- ii. A requirement for Boards/Advisors to review continuing education requirements every five years to determine if continuing education is a barrier to licensure.
- iii. Expedited endorsement of licensure for an applicant who has practiced the profession in another state for a minimum of three years. This proposal is for all state licensing agencies.

8. Education Review

- a. At Your Own Pace – Vermont 4 Hour 2018-2020 Renewal Cycle – Mandatory Course
 - i. Paul Harsch moved to approve the course as presented. Mikail Stein seconded the motion. Motion passed.
- b. Vermont Realtors – Investment Property Basics – requesting 3 hours
 - i. Paige Farrington moved to approve the course as presented. Kathleen Holmes seconded the motion. Motion passed.

9. Other Business – Old Business

- a. Chapter 57 review
 - i. Director Hibbert spoke to members about the outreach the Office of Professional Regulation plans to send to licensees. The Office will send Commission members the list of questions to be sent out prior to the Office sending them. Additional discussion on this topic will be held at the April meeting.
- b. Exam Test Question Review
 - i. Paul Harsch moved the Commission enter into executive session to review exam questions, and other items pertaining to the exam, at 11:04 am. Paige Farrington seconded the motion. Motion passed.
 - ii. Paul Harsch moved the Commission exit executive session at 11:45 am. Paige Farrington seconded the motion. Motion passed.
 - iii. The Commission will hold a special executive session meeting on March 26th at 9:30 to review additional examination questions.

10. Correspondence: None

11. Adjournment

- a. Paul Harsch moved the meeting be adjourned at 11:47 am. Kathleen Holmes seconded the motion. Motion passed.

Next Scheduled Meeting – April 23, 2020
Please check the office [website](#) for updates