

Office of Professional Regulation
Real Estate Commission
Corner of State and Main in the City Center
89 Main Street
3rd Floor
Montpelier, VT 05602

Minutes
February 26, 2015 – 9:15 AM

Commission Members and Staff Present: Donna Murray, Wendy Beach, David Raphael, Joyce Cameron, Gabriel Gilman and Judith Griffen. **Commission Members Absent:** Claire Porter and Gloria Rice. **Public Members Present:** Dennis Brown, Randy Mayhew, Helen Hossley, Betty McEnaney, Annemarie Daniels and Teresa Merelman

1. 8:30 Education Committee

2. 9:15 Commission Meeting - Called to Order at 9:17 a.m.

Commissioner Raphael noted that Gloria Rice was away and that Claire Porter called to indicate she wasn't feeling well. Michelle Gosselin recently applied for and received her broker's license, making her ineligible to serve in the salesperson role. The Commission applauded Michelle's service and noted she would be missed and hoped she would find ways to continue to remain involved.

3. Approved January 22, 2014 minutes

4. 9:20 Case Manager's Report

There are sixty-seven (67) open cases at this time. Twenty-three (23) are pending I-Team meetings, seven (7) are on hold, twelve (12) are under investigation, fifteen (15) are pending charges, five (5) are pending hearings, four (4) are in the intake process and one (1) is pending closing.

Number of Active Licensees as of February 19, 2015

Brokers:	1016
Salespersons:	1049
Brokerage Firms - Main Offices:	554
Brokerage Firms - Branch Offices:	75

5. 9:30 Old Business:

a. Agency Workgroup update

Members of the Workgroup updated the Commission on recent progress, noting that the focus has shifted to formatting the rules in a way that clearly distinguishes the two types of agency.

b. Inspectors and sign/advertising violations

Commissioner Raphael indicated that Inspector Merrill has been sending out sign violation notices and has begun to receive responses. Inspector Brown updated the Commission on his recent inspections and discussed the ongoing confusion with brokerage firms and their registered name. The Commission confirmed that the brokerage firm's registered name is the name that the brokerage firm registers with OPR and advertises with and has nothing to do with trade names or corporations.

c. OPR Board Member Retreat

Commissions who attended the OPR retreat noted that they liked the roundtable format and the opportunity to meet other members from different professions and staff. All agreed it was a success.

d. Disciplinary process update

Commissioner Raphael informed the Commission that all the boards have adopted varying forms of the new disciplinary model for hearing officers and adjudication. Raphael committed to keep the Commission apprised of the specifics as the process becomes defined. He noted that he has a meeting with Carla Preston and Lauren Hibbard to discuss current case loads.

e. Consumer Information Disclosure on Commission's website

Gabe Gilman indicated that he is working with staff to ensure that the CID is back on the website. A brief discussion occurred about modifying the CID in tandem with the agency changes.

f. 2015 Calendar, Initiatives, and Priorities

The Commission reviewed the "2015 Goals and Initiatives" that was distributed at the end of 2014 and agreed that the focus should be on no more than three items that could be done in the next few months. The priorities were identified as:

- 1 - Agency and the Mandatory Consumer Information Disclosure - completing the draft Administrative Rules
- 2 - Education Process - completing policy and moving to a contracted position for review
- 3 - Inspection Program - focus on "notice of violation" process

There was a brief discussion about communication and the Commission's desire to revisit the newsletter. Randy Mayhew suggested the Commission might look at the broker simulation model that AMP uses for testing.

6. 10:00 New Business:

a. There was a brief discussion about the spreadsheet of open cases that Carla Preston provided the Commission. The Commission motioned to approve Michelle Gosselin to remain assigned to her current open cases and I-Teams until their completion. The motion passed.

7. Public Comment

Teresa Merelman suggested the newsletter might contain some non-political topics like "meet the inspector" and encouraged the Commission to use it as a tool to make the Commission more accessible.

Randy Mayhew asked the Commission to continue to make real cases available to instructors, as these are key teaching tools.

8. Adjournment at 11:10 a.m.

Next Scheduled Meeting – March 26, 2015

The "Agency Workgroup" will hold its meeting on February 26, 2015 following the full Commission meeting.

Real Estate Education Committee
Courses for review

Provider/Title	Requested # of Hours	Renewal?	Approved	Approved # of Hours	Denied	Comments
Cramer Home Inspection Group						
1. FHI 203K Loans: What are they & What are the Benefits	2	No	Yes	2		
The CE Shop						
2. Accredited Buyer's Representative (ABR) Designation	12	No	Yes	8		Or 4 for Post-Licensure
3. Expanding Housing Opportunities	3	No	Yes	2		Approved for less hours
4. Code of Ethics: Good for Your Clients & Your Business	2	No	Yes	2		Or 2 for Post-Licensure
Vermont Realtors						
5. Financing Through USDA and VHFA	2	No	Yes	2		Or 2 for Post Licensure
6. NAR – Senior Real Estate Specialists	16	Yes	Yes	8		Or 4 for post licensure
7. Modern Real Estate Practice V19	40	Yes	Yes	32		Towards pre-licensing
8. Flood Risk, the National Flood Insurance Program (NFIP) and Hazard Disclosure	2	No	Yes	2		Or 2 for post licensure
McKissock						
9. Liens, Taxes and Foreclosures	4	No	Yes	4		
J. Scott Funk						
10. HECM Purchase, Sales & Marketing	2	No	Yes	2		As long as they have 120 minutes of seat time
Sterling Education Services Inc						
11. Landlord Tenant Law: How to Prosper in the New Market	4	No	Yes	4		
Vermont Realtors						
12. Real Estate & Environmental Permitting – Part 2	2	No	Yes	2		
Continuing Ed Express LLC						
13. BPO Simplified	3	No	Yes	2		Approved for less hours
14. REO Simplified	3	No	Yes	2		Approved for less hours

****Note:** The Education Committee confirmed that courses used for Post-Licensure education could not be double counted for renewal CE. If a course is approved for both renewal CE and Post-Licensure, a licensee must decide which to use.