

**Office of Professional Regulation  
National Life Building North Fl 2, Montpelier, VT**

**Real Estate Commission**

**Amended Agenda**

**November 17, 2011**

Location: National Life Building North Fl 2, Montpelier, VT Conference Room A

- 1. 8:30 - Education Committee**
  - a. Review education courses
  - b. Review education policy
- 2. 9:30 - Full Commission meeting - Call to Order**
- 3. Approval of October 27, 2011 minutes:**
- 5. Scheduled Licensing/Disciplinary Matters:**
- 6. Concluded Reports:**
  - a. 2011-509 – I-team member, Maretta Hostetler
  - b. 2011-439 and 2011-440 – I-team member, Maretta Hostetler
  - c. 2011-589 and 2011-590 – I-Team member, David Raphael
  - d. 2010-637 – I-Team member, Elizabeth Wilkel
- 7. Discussion Items:**
  - a. **10:00 a.m.** – **Executive Session** for AMP Testing Review
  - b. **11:00 a.m.** – Chris Winters Director
  - c. **11:30 a.m.** – Mandatory licensing for Appraisers – Ami Milne-Allen
  - d. Chair’s comments – Maretta Hostetler
  - e. Status of unprofessional cases – Carla Preston
  - f. Audit/Inspection of out of state firms – update – Terry Gray
  - g. Application of inspectors – review
  - h. Online Continuing education and should it be allowed for all 16 hours of education
  - i. New testing service and mandate questions – Terry Gray
  - j. Electronic signatures
  - k. 41 V.S.A §2214 and 4.7 Trust and escrow accounts – “The broker shall notify the commission, within ten days after opening any trust or escrow account, of the bank or other financial institution in which the account is located.”
- 8. Ongoing discussions –**
  - a. Rules working group update – Elizabeth Wilkel
- 9. FYI:**
- 10. Public Comment:**
- 11. Next Scheduled Meeting: December 15, 2011**
- 12. Adjournment**

**Real Estate Education Committee**  
**Courses for review**  
**November 17, 2011**

**Quality Workshops**

2012 Mandatory Course for 4 hours