

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 23, 2017

Commission Members and Staff Present: David Raphael, Wendy Beach, Donna Murray (by phone), Joyce Cameron, Mikail Stein, Lauren Hibbert and Judith Griffen **Members absent:** Gloria Rice **Others Present:** Teresa Merelman, Helen Hossley, Lori Holt, Chad Jacobson, Brian Armstrong, Betty McEnaney, Kendall Mccausland, Rosemary Gingue and Isaac Chavez.

1. **8:30 Education Committee**
2. **9:30 Commission Meeting**
3. **Approved the Minutes of January 26, 2017**
4. **Education Committee report**

The Commission reviewed the table of courses and corresponding notes from the Education Committee. A motion was made and seconded to approve the Education Committee Report. The motion passed.

5. **Case Manager's Report**

Number of Active Licensees as of February 16, 2016

Brokers:	938
Salespersons:	1104
Brokerage Firms - Main Offices:	476
Brokerage Firms - Branch Offices:	67

Carla Preston distributed a two-page report which broke down active cases and showed case aging over time. The Commission had a brief discussion on how they would like to categorize the data moving forward.

There are Seventy-four (74) open cases. Thirteen (13) are pending I-Team meetings, Twenty-eight (28) are under investigation, nineteen (19) are pending charges, eleven (11) are pending closing reports, two (2) are pending hearings and one (1) is new and in the intake process.

6. **Old Business:**

a. **Newsletter**

A brief discussion was held regarding the OPR's position on newsletters and the Commission's goal of increasing communication and education with licensees and the public. Commissioner Murray suggested a monthly proactive electronic communication with licensees with a link to the meeting minutes. The topic of either live broadcasting meetings or making them available for review occurred. The Commission agreed that rather than continue to discuss the newsletter every month, that removing

it from the agenda made sense while the group focusses on determining other ways to meet the goals. Isaac Chavez from Vermont Realtors voiced his organization's disappointment that the newsletter was not being pursued. He noted that Vermont Realtors has stepped up their efforts to communicate with members using tools such as webcasting, videos, and skype to you. Members of the Commission suggested that there may be ways for Vermont Realtors to help with communication through avenues they already employ. Isaac Chavez noted that his organization represents just 78% of active licensees.

b. 2017 OPR Bill

Lauren Hibbert reported that the bill is in the legislative process and there are no updates to report.

c. Goals and Initiatives 2017

The Commission discussed the draft document and agreed that many of the items could be accomplished through an administrative rules workgroup which included non-Commission members. Due to staff commitments the Commission was asked to plan their work to begin in May. The Commission agreed to review the goals and initiatives for the March meeting.

d. 2017 Meeting Calendar

The Commission checked with the docket clerk and confirmed that there are no cases scheduled for April or September. There was a brief discussion for cancelling the November and December meeting and having a combined meeting on Friday, December 15th. A motion was made and seconded to remove the April and September meetings and combine the November and December meetings into one meeting on December 15th. The motion passed. Judith was asked to send a note to education providers so that they could plan their course submissions.

e. AMP/PSI

Commissioner Raphael reported that he has been in contact with Larry Fabrey with PSI and has initiated discussions on revising the state exam.

7. New Business:

a. Education Course Approvals – Director, Colin Benjamin

Director Benjamin was at the State House and Deb Belcher lead a discussion on the business processes surrounding education course approvals and the differences between pre-licensure, post-licensure, and continuing education approvals. The members of the education committee outlined the approval process and noted that individuals come to the committee for individual course approval, without paying a fee. OPR is mapping out the business processes for the new software platform.

8. Public Comment

Isaac Chavez noted that the Commission was discussing the two versus four-year course approvals and indicated that he would expect the Commission to honor the move to four-year course approvals as it was one of the benefits that countered the creation of the \$100 course approval fee.

Rosemary Gingue commented that education and information should come from the Commission directly to brokers given their vicarious responsibility for their licensees.

9. Adjournment 11:54 AM

Next Scheduled Meeting – March 23, 2017

Real Estate Education Committee Report
February 23, 2017

Provider/Title	Requested # of Hours	Renewal	Date of Last Renewal	Previously Approved Hours	Approved	Approved # of Hours	Comments
The CE Shop							
1. Code of Ethics Good for Your Clients and Your Business	2	Yes	3-19-15	2	Yes	2/2	See notes
2. Accredited Buyer's Representative Designation Course	12	Yes	3-19-15	8			Tabled – see notes
3. Anatomy of Commercial Building	3	Yes	3-26-15	2	No		Denied – see notes
4. Expanding Housing Opportunities	3	Yes	3-19-15	2			Tabled – see notes
5. Generation Buy	6	Yes	3-26-15	4	No		Denied – see notes
6. Personal Safety	3	Yes	4-23-15	2	Yes	2	
7. Residential Property Management Essentials	4	Yes	4-23-15	2			
8. Sign Here: Contract Law on E-Signatures	3	Yes	4-23-15	2	Yes	2	
9. The Fundamentals of Commercial Real Estate	3	Yes	4-23-15	2	No		Denied – see notes
First American Title Insurance Company							
10. Cyber Security & The Closing Process	2	No		0	Yes	2	
McKissock							
11. A Day in the Life of a Buyer Agent	2	Yes	6-25-15	2	Yes	2/2	See notes
12. How is the Legalization of Marijuana Affecting the Real Estate Market	2	Yes	1-5-15	2	Yes	2	
13. Liens, Taxes and Foreclosures	2	Yes	3-27-15	2	Yes	2	
14. The Power of Exchange: Discover the Value of 1031 Tax-Deferred Exchanges	2	Yes	6-25-15	2			Tabled – see notes
Sterling Education Services							
15. Residential Landlord – Tenant Law: Rentals and Remedies	6	No		0	Yes	6	
Vermont Realtors							
16. Appraisal Process for Real Estate Agents	3	Yes	11-31-15	2	Yes	3	See notes

Notes:

Courses 1: Also approved for 2 hours of post licensure education

Courses 2,4: Tabled because the on-line content was not available for reviewers to move through freely without completing one section in order to move onto the next. See application requirements.

Courses 3,5,9: Denied. Courses were previously tabled because the on-line content was not available for reviewers to move through freely without completing one section in order to move onto the next. The provider resubmitted but failed to correct the issue. See application requirements.

Courses 11: Also approved for 2 hours of post licensure education

Courses 14: Tabled because the on-line content was not available for reviewers to move through freely without completing one section in order to move onto the next. See application requirements.

Courses 16: Approved with an increase in hours from 2 to 3