

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

Agenda
November 19, 2015 – 9:30 AM

1. **8:30 Education Committee**

2. **9:30 Commission Meeting**

3. **Approval of October 22, 2015 Minutes**

4. **Case Manager's Report**

Number of Active Licensees as of November 10, 2015

Brokers:	1048
Salespersons:	1131
Brokerage Firms - Main Offices:	566
Brokerage Firms - Branch Offices:	78

5. **Closing Reports**

- a. 2014-597 and 2014-598
- b. 2015-190

6. **9:40 Disciplinary Procedures**

- c. 2014-365 – Douglas Bejarano – Summary Suspension Hearing
- d. 2014-549 and 2014-552 – Margaret Meyer – Hearing
- e. 2014-146 – Michael Greiner – Findings of Fact, Conclusion of Law and Order
- f. 2014-532 – Nicholas Lizotte – Dismissal

7. **Old Business:**

- a. Inspectors and sign/advertising violations
- b. 2015 Calendar, Initiatives, and Priorities
 - Agency and the Mandatory Consumer Information Disclosure - completing the draft Administrative Rules
 - Education Process - completing policy and moving to a contracted position for review
 - Inspection Program - focus on "notice of violation" process (review of Title 26, Chapter 41)
- c. AMP test review for pending Administrative Rules changes
- d. Licensee ability to transition from a Broker back to a Salesperson
- e. Agency Workgroup – development of FAQs surrounding new rules

8. **11:30 New Business:**

- a. Budget review with Colin Benjamin, Director of OPR

9. **Public Comment**

10. **Adjournment**

The "Agency Workgroup" will hold its meeting on November 19, 2015 following the full Commission meeting.
Next Scheduled Meeting – December 17, 2015

Real Estate Education Committee
Courses for review

Provider/Title	Requeste d # of Hours	Renewal?	Approved	Approved # of Hours	Denied	Comments
NH Association of Realtors						
1. Real Estate & Ethics – The only Way to Conduct Business	4	No				Previously tabled
McKissock						
2. The New FHA Handbook for Real Estate Professionals	4	No				Previously tabled
3. Technology, Relationships and the Digital Consumer	4	No				Previously tabled
4. Preparing a Listing Agreement: An In-Depth Look	4	No				
Vermont Realtors						
5. Appraisal Process	2	No				
6. Heating Fuel Tank Seminar	2	No				
Continuing Ed Express						
7. History of the American Home Part I	3	Yes				
8. Code of Ethics Case Studies II	3	Yes				
The CE Shop						
9. RPR Real-Time Data, Market Knowledge, Informed Customers	3	Yes				
10. Going Green: The Environmental Movement in Real Estate	3	Yes				
11. Diversity: Your Kaleidoscope of Clients	3	Yes				
12. Breaking Barriers: Fair Housing	3	Yes				
13. At Home with Diversity	8	Yes				
14. Basics of Real Estate Taxation	6	Yes				
Individual Request: Paul Harsch						
15. Real Estate Brokerage Professional Ethics for Residential & Commercial Real Estate	2.5	No				
16. Leisure Homes, Second Homes & Age Restricted Housing	2	No				
17. Understanding Title & Title Concerns	2	No				
18. Disclosure...Disclosure....Disclosure	2	No				
19. Comparative Market Analysis (CMA)	2	No				

At Your Pace Online						
20. Vermont 2014-2016 Renewal Cycle – Mandatory Course	4	No				
21. Vermont 8 Hour Elective: Agency Finance & Title Review	8	No				
22. Vermont 12 Hour Elective: Basics, Ethics & Financing	12	No				