

EDUCATION REVIEW COMMITTEE
REAL ESTATE COMMISSION
Professional and Vocational Licensing Division
Department of Commerce and Consumer Affairs
State of Hawaii
www.state.hi.us/hirec

MINUTES OF MEETING

The agenda for this meeting was filed with the Lieutenant Governor's Office as required by Section 92-7(b), Hawaii Revised Statutes.

Date: Wednesday, September 4, 2002

Time: 10:00 a.m.

Place: Kohala/Kona Rooms
Sheraton Waikiki Hotel
2255 Kalakaua Avenue
Honolulu, Hawaii

Present: Patricia Choi, Chair
Vern Yamanaka, Vice Chair
Louis Abrams, Member
Mitchell Imanaka, Member
Kathleen Kagawa, Member
John Ohama, Member
Iris Okawa, Member
Peter Rice, Member

Calvin Kimura, Supervising Executive Officer
Alan Taniguchi, Executive Officer
Diane Choy Fujimura, Senior Real Estate Specialist
Lorene Arata, Real Estate Specialist
Cynthia Yee, Senior Condominium Specialist
Cheryl Leong, Condominium Specialist
David Grupen, Condominium Specialist
Shari Wong, Deputy Attorney General
Irene Kotaka, Recording Secretary

Excused: Marshall Chinen, Member

Call to Order: Chair Choi called the meeting to order at 10:00 a.m., at which time quorum was established.

Chair's Report: Chair Choi stated that the Commission was happy to be a part of the Hawaii Association of REALTORS® Pacific Rim Conference and thanked HAR for allowing the Commission to participate in the conference.

Sr. Real Estate Specialist's Report: Announcements, Introduction, Correspondence, and Additional Distribution

The Senior Specialist reported that she spoke with Jeff Eckerd at the Department of Health's Noise, Radiation and Indoor Air Quality Branch and he informed her that there will be a mold conference in October 2002. She stated that she will

follow up with Mr. Eckerd on this. The Commission could also consider sponsoring a real estate seminar prior to June 2003 on this topic.

Additions to the Agenda

Upon a motion by Commissioner Yamanaka, seconded by Commissioner Okawa, it was voted on and unanimously carried to add the following to the agenda:

4. Continuing Education Administration, Curriculum, Courses, Providers, and Instructors
 - b. Applications
 - 3) Course – “FAIR HOUSING: An Introduction to Federal and State Laws and Rules,” Author/Owner: Jay J. Spadinger, Akahi Real Estate Network, LLC, Provider: Jay J. Spadinger, Akahi Real Estate Network, LLC, Course Category: Fair Housing and Real Estate Law, Course Clock Hours: 3
 - g. Continuing Education Review Panel

Minutes of Meetings

Upon a motion by Commissioner Yamanaka, seconded by Commissioner Ohama, it was voted on and unanimously carried to accept the minutes of the August 14, 2002, Education Review Committee meeting as distributed.

Continuing Education: Administrative Issues

Renewals/CE Requirements/2002 Salespersons Statistics

Seventy new real estate salesperson licenses were issued in August 2002. Real estate salespersons who receive their licenses in 2002 do not need to take continuing education courses for license renewal purposes. There were 800 new real estate salespersons licensed this year.

Applications

2001-2002 Continuing Education Providers and Courses Ratification List

Upon a motion by Commissioner Abrams, seconded by Commissioner Rice, it was voted on and unanimously carried to recommend approval of the following registrations/certifications:

<u>Registration/Certification</u>	<u>Effective Date</u>
Provider	
Max Sherley Real Estate Center (Administrator: Scott A. Sherley)	08/19/02

Course – “Federal Income Taxes for 2002”, Author/Owner: J. Allen Johnson, CCIM, CRE, Provider: Hawaii CCIM Chapter, Course Category: Risk Management, Course Clock Hours: 3

Upon a motion by Commissioner Abrams, seconded by Commissioner Ohama, it was voted on and unanimously carried to recommend approval of “Federal Income Taxes for 2002” as a three clock hour continuing education elective course under the course category Risk Management.

Course – “FAIR HOUSING: An Introduction to Federal and State Laws and Rules,” Author/Owner: Jay J. Spadinger, Akahi Real Estate Network, LLC, Provider: Jay J. Spadinger, Akahi Real Estate Network, LLC, Course Category: Fair Housing and Real Estate Law, Course Clock Hours: 3

Upon a motion by Commissioner Yamanaka, seconded by Commissioner Kagawa, it was voted on and unanimously carried to recommend approval of “FAIR HOUSING: An Introduction to Federal and State Laws and Rules” as a three clock hour continuing education elective course under the course categories Fair Housing and Real Estate Law.

Continuing Education Review Panel

The Senior Specialist stated that periodically courses are submitted for certification in which staff does not have the expertise to judge the course and its contents. She would like to request that the Commissioners submit names of individuals interested in becoming a part of the continuing education review panel. If they are willing, they would be responsible for reviewing the course content. These individuals will serve voluntarily and will not receive compensation.

The SEO stated that in the late 1980's and the early 1990's, the Commission had an advisory group which certified the courses and instructors. The review panel consisted of at least ten members.

The Senior Specialist stated that staff would like to have individuals with expertise in contracts, finance, property management, commercial real estate and other areas as the need arises. She stated that the Department of Health is willing to assist the Commission in reviewing the health-related courses, such as mold.

Upon a motion by Commissioner Ohama, seconded by Commissioner Rice, it was voted on and unanimously carried to recommend approval to organize the panel, to compile the names of potential panel members, to select panel members from the names submitted by the Commissioners, and the panel members to conduct reviews/evaluations of continuing education courses on an “as needed” basis pursuant to §16-99-100(b), Hawaii Administrative Rules.

Prelicense Education: Administrative Issues

Vitousek Real Estate School – Independent Study Course Evaluation Form (1)

An independent study course evaluation was distributed to the Commissioners for their information.

Chair Choi asked the Commissioners if they had completed their continuing education courses.

Chair Choi also stated that she had taken two continuing education courses recently. She stated that some licensees arrived after the class had started. No test was given after the course was completed. She stated that they were asked to address an envelope when they signed in and informed that their certificates would be mailed to them.

Commissioner Rice stated that at the course he attended, certificates were handed out at the end of the course.

It was mentioned that those attending courses offered by the Hawaii Association of REALTORS® were required to sign out if they were taking a bathroom break.

Commissioner Ohama suggested that it might be a good idea to send out a letter to the continuing education providers reminding them of the procedures to be followed.

Chair Choi also suggested that the courses should be monitored.

Chair Choi mentioned that there were approximately 80 licensees at the continuing education course she attended. Commissioner Yamanaka stated that there were 20 in attendance at a course he attended.

Specialist Arata stated that §16-99-112(e), HAR, states: "For any course attended by more than fifty students, the provider shall provide at least one additional individual other than the instructor to administer the course offering, including but not limited to keeping records of attendance, preparing and distributing certificates, and assuring that physical facilities meet the requirements of this subchapter."

Pursuant to the Commissioners' request, staff to distribute a memorandum to the continuing education providers from the Real Estate Branch regarding monitoring of class attendees, pursuant to §§16-99-112(a)(2), 16-99-112(e), and 16-99-115, HAR.

Administration of
Examinations:

CAT*ASI – Name changed to Promissor (knowledge beyond doubt)

In August 2002, CAT*ASI changed its name to Promissor. Promissor administers the real estate license examinations for the State of Hawaii. The Commission's contract with Promissor will expire at the end of 2003.

Educator's Forum:

Hawaii Association of REALTORS® – No discussion presented.

Hawaii Chapter of Real Estate Educators Association – No discussion presented.

Hawaii Association of Real Estate Schools (HARES) – No discussion presented.

Public and Private Institutions of Higher Education – No discussion presented.

Program of Work: **Neighbor Island Outreach**

The next neighbor island outreach is scheduled for January 10, 2003, on the island of Maui.

Budget and Finance Report: None.

Next Meeting: Wednesday, October 9, 2002
10:00 a.m.
HRH Princess Victoria Kamamalu Building
1010 Richards Street, Second Floor
Honolulu, Hawaii

Adjournment: With no further business to discuss, Chair Choi adjourned the meeting at 10:11 a.m.

Respectfully submitted by:

/s/ Diane Choy Fujimura
Diane Choy Fujimura
Senior Real Estate Specialist

October 9, 2002
Date

- [X] Minutes approved as is.
- [] Minutes approved with changes.