

EDUCATION REVIEW COMMITTEE
REAL ESTATE COMMISSION
Professional and Vocational Licensing Division
Department of Commerce and Consumer Affairs
State of Hawaii
www.hawaii.gov/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, October 8, 2003

Time: Upon adjournment of the Laws and Rules Review Committee meeting, which convened at 9:00 a.m.

Place: Kapuaiwa Room
HRH Princess Victoria Kamamalu Building
1010 Richards Street, Second Floor
Honolulu, Hawaii

Present: Trudy Nishihara, Vice Chair (late arrival)
Louis Abrams, Member
Mitchell Imanaka, 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 K. A. Kimura, Real Estate Specialist
Cynthia Yee, Senior Condominium Specialist
Cheryl Leong, Condominium Specialist
David Grupen, Condominium Specialist
Gordon Arakaki, Recodification Attorney
Shari Wong, Deputy Attorney General
Tammy Norton, Secretary
Karyn Takahashi, Recording Secretary

Others: Nikki Thompson, Hawaii Association of REALTORS®

Excused: Vern Yamanaka, Chair
Marshall Chinen, Member
Kathleen Kagawa, Member

Call to Order: Chair Pro Tem Ohama called the meeting to order at 9:29 a.m., at which time quorum was established.

Chair's Report: No report.

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

The following was distributed as additional distribution:

8. Program of Work, FY04
 - i. Evaluation and Education System for CE and Prelicensing Instructors

Minutes of Meeting

Upon a motion by Commissioner Rice, seconded by Commissioner Imanaka, it was voted on and unanimously carried to accept the minutes of the September 10, 2003, Education Review Committee meeting as distributed.

Continuing Education: **Applications**

Provider – Hogan School of Real Estate, Inc., Esther Hogan - Administrator

Upon a motion by Commissioner Abrams, seconded by Commissioner Imanaka, it was voted on and unanimously carried to recommend approval of Hogan School of Real Estate as a continuing education provider.

Core Course – “Agency, Discovery and Disclosure – Practicing Above the Law,” Author/Owner: James r. Hogan and Curtis Hall, Provider: Hogan School of Real Estate, Inc., Course Categories: Agency and Disclosure, Course Clock Hours: 4

Upon a motion by Commissioner Abrams, seconded by Commissioner Imanaka, it was voted on and unanimously carried to recommend approval of “Agency, Discovery and Disclosure – Practicing Above the Law” as a four clock hour continuing education core course for the 2003 – 2004 biennium, under the course categories Agency and Disclosure.

Core Course – “Protect Your Real Estate License,” Author/Owner: Philip H. Wilia, Provider: Dower School of Real Estate, Course Category: Chapter 467, HRS/Chapter 99, HAR, Course Clock Hours: 4

Upon a motion by Commissioner Abrams, seconded by Commissioner Imanaka, it was voted on and unanimously carried to recommend approval of “Protect Your Real Estate License” as a four clock hour continuing education core course for the 2003 – 2004 biennium, under the course categories Chapter 467, HRS and Chapter 99, HAR.

Course – “Land Use and Permit Requirements – Residential Applications, City and County of Honolulu,” Author/Owner: Philip H. Wilia, Provider: Dower School of Real Estate, Course Category: Other, Course Clock Hours: 3

Upon a motion by Commissioner Abrams, seconded by Commissioner Imanaka, it was voted on and unanimously carried to recommend approval of “Land Use and Permit Requirements – Residential Applications, City and County of Honolulu” as a three clock hour continuing education elective course, under the course category Other.

Request for Equivalency to Continuing Education Elective – Licensee: Carlton K. L. Chang, Course: “Advanced Like Kind Real Estate Exchanges in Hawaii”

Senior Specialist Fujimura reported that Mr. Carlton K. L. Chang submitted a request for equivalency to continuing education elective for the course “Advanced Like Kind Real Estate Exchanges in Hawaii” which he attended. She reported that Section 467-4.5(d)(1), Hawaii Revised Statutes, states that a continuing education course shall “be offered by a provider approved by the

commission", which this provider is not. Senior Specialist Fujimura added that the course does not meet continuing education requirements.

It was concluded that staff shall respond to Mr. Chang's request.

Prelicense Education: **Applications**

Instructor – David Catanzaro, Dower School of Real Estate, Principal: Elizabeth Dower

Upon a motion by Commissioner Okawa, seconded by Commissioner Abrams, it was voted on and unanimously carried to recommend approval of David Catanzaro as a prelicense instructor for the salesperson and broker curriculums.

Recess: Chair Pro Tem Ohama recessed the meeting at 9:34 a.m.

Reconvened: Vice Chair Nishihara reconvened the meeting at 9:53 a.m.

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

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

4. Continuing Education Administration, Curriculum, Courses, Providers, and Instructors
 - a. Administrative Issues – CE, Prelicense Education and Equivalency Statistics, 1st Quarter FY04
5. Prelicensing Education Administration, Curriculum, Schools, Instructors and Equivalency
 - a. Administrative Issues – CE, Prelicense Education and Equivalency Statistics, 1st Quarter FY04

Continuing Education: Administrative Issues – CE, Prelicense Education and Equivalency Statistics, 1st Quarter FY04

Continuing education statistics for the first quarter of fiscal year 2004 was distributed to the Commissioners for their information.

Prelicense Education: Administrative Issues – CE, Prelicense Education and Equivalency Statistics, 1st Quarter FY04

Prelicense education and equivalency statistics for the first quarter of fiscal year 2004 was distributed to the Commissioners for their information.

Continuing Education: Education Evaluation Task Force – Report of first meeting of 9/18/03

A report on the first meeting of the Education Evaluation Task Force held on September 18, 2003, was distributed to the Commissioners for their information.

Educator's Forum: **Hawaii Association of REALTORS®** – 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: Evaluation and Education System for CE and Prelicensing Instructors

Senior Specialist Fujimura reported that based on the FY04 Program of Work and discussions with staff and commissioners, it is important to implement an instructor and course evaluation system again. Commissioners, Staff and EETF members would be possible monitors. A copy of an evaluation form designed previously was distributed to the Commissioners. Senior Specialist Fujimura inquired if any of the Commissioners had suggestions/changes to the form.

Commissioner Okawa stated that it would be a good idea as the Commission is always interested in upgrading the quality of courses and instructors.

Commissioner Imanaka suggested reorganizing the form into appropriate categories.

Upon a motion by Commissioner Imanaka, seconded by Commissioner Abrams, it was voted on and unanimously carried to recommend reorganizing the evaluation form for courses and instructors into appropriate categories and begin implementing the evaluation process as soon as possible including monitor schedule, designating monitors, notifying providers, and developing appropriate forms and procedures for the evaluation process.

Budget and Finance: No report.

Next Meeting: Wednesday, November 12, 2003
Upon adjournment of the Laws and Rules Review Committee Meeting, which convenes at 9:00 a.m.
Kapuaiwa Room
HRH Princess Victoria Kamamalu Building
1010 Richards Street, Second Floor
Honolulu, Hawaii

Adjournment: With no further business to discuss, Vice Chair Nishihara adjourned the meeting at 10:06 a.m.

Reviewed by:

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

November 12, 2003
Date

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