

**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, September 8, 2004

Time: Upon adjournment of the Laws and Rules Review Committee meeting, which is scheduled to convene at 9:30 a.m.

Place: Conference Rooms A, B & C  
State Office Building  
3060 Eiwa Street  
Lihue, Kauai

Present: Trudy Nishihara, Vice Chair, Broker / Honolulu Commissioner  
Louis Abrams, Broker / Kauai Commissioner  
Mitchell Imanaka, Broker / Honolulu Commissioner  
Kathleen Kagawa, Broker / Honolulu Commissioner  
Michele Sunahara Loudermilk, Public / Honolulu Commissioner  
John Ohama, Broker / Honolulu Commissioner

Calvin Kimura, Supervising Executive Officer  
Neil Fujitani, Executive Officer  
Lorene K. A. Kimura, Real Estate Specialist  
Cynthia Yee, Senior Condominium Specialist  
Shari Wong, Deputy Attorney General  
Tammy Norton, Recording Secretary

Others: Justin Ohama  
Glenn Nishihara

Absent: Vern Yamanaka, Chair, Broker / Hilo Commissioner  
Carol Ball, Broker / Maui Commissioner  
Iris Okawa, Public / Honolulu Commissioner

Call to Order: Vice Chair Nishihara called the meeting to order at 11:00 a.m., at which time quorum was established.

Chair's Report: No report presented.

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

The following were distributed as additional distribution:

5. Prelicensing Education Administration, Curriculum, Schools, Instructor, and Equivalency
  - b. Applications

- 1) Guest Lecturer – Russell W.H. Chee, Hawaii Institute of Real Estate, Yuki Kajiwaru, Principal

#### Minutes

It was noted that Peter Rice is no longer a member of the Commission and that his name should be removed from the minutes.

Upon a motion by Commissioner Ohama, seconded by Commissioner Abrams, it was voted on and unanimously carried to accept the minutes of the August 11, 2004, Education Review Committee meeting.

Specialist Kimura noted the need for an amendment to the minutes of the July 14, 2004 meeting. Page 5, language of minutes should read as follows:

“Commissioner Ohama moved to [make] approve the new broker curriculum [effective today]. Commissioner Imanaka seconded the motion. Commissioner Abrams amended the motion to include a tentative implementation date of January 2005 or a date as close to January 2005 as workable. The motion was voted on and unanimously carried.”

Upon a motion by Commissioner Ohama, seconded by Commissioner Abrams, it was voted on and unanimously carried to recommend approval of the amended minutes of July 14, 2004.

#### Continuing Education: **Applications**

Course – “The Accredited Staging Professional Course;” Author/Owner: Barb Schwarz, Stagedhomes.com; Provider: TBA; Course Category: Other (Staging); Clock Hours: 14 (6 credits for the 14 clock hours, a two-day course)

Specialist Kimura reported that the applicant is requesting 6 course credit hours for the 14 clock hours. The Commission has previously approved a similar course.

Vice Chair Nishihara reported that the committee has had previous discussion on the appropriateness of staging courses for continuing education credit. The previous approval was partly based on the fact that the course was a national course which other states recognized towards CE credit and also as a professional designation course.

Upon a motion by Commissioner Imanaka, seconded by Commissioner Ohama, it was voted on and unanimously carried to defer decision making and request information on whether the course is recognized for continuing education credit in other states/jurisdictions.

Course – “Condominium Principles and Disclosure Law;” Author/Owner/Provider: Thomas J. Douma, Course Category: Real Estate Law; Clock Hours: 3

Upon a motion by Commissioner Abrams, seconded by Commissioner Imanaka, it was voted on and unanimously carried to recommend approval of

"Condominium Principles and Disclosure Law" as a three clock hour continuing education elective course, under the course category Real Estate Law.

### **Continuing Education Core Course**

#### Evaluations on file

Specialist Kimura reported that written evaluations of the Commissions' continuing education core course, on-line and live delivery, continue to stream in and are available for the Commissioners' review. She reported that the majority of reviews are positive.

### **Education Evaluation Task Force**

Vice Chair Nishihara reported that the EETF had a very constructive meeting on August 16, 2004. A report of the committee's recommendations was distributed and Vice Chair Nishihara summarized the recommendations of the committee. She further noted that the next meeting is scheduled for November 2004.

### Prelicense Education: **Administrative Issues**

#### Evaluation forms (7) – Seiler School of Real Estate

Copies of evaluations of Seiler School of Real Estate's independent study course were distributed to the Commissioners for their information. Staff noted that all evaluations were positive.

### **Applications**

#### Guest Lecturer – Russell W. H. Chee, Hawaii Institute of Real Estate, Yuki Kajiwara, Principal

Upon a motion by Commissioner Imanaka, seconded by Commissioner Abrams, it was voted on and unanimously carried to recommend approval of Russell W. H. Chee as a guest lecturer in the subject matters of Timeshare and Escrow and Evidence of Title.

### **Broker Curriculum and Resources**

#### On-line Broker Curriculum RFP

The online broker curriculum RFP was sent out to interested parties on September 1, 2004, responses are due by Friday, September 24, 2004.

### **Washington – Brokerage Management Curriculum**

A copy of the State of Washington Department of Licensing's Brokerage Management Curriculum & Learning Objectives was distributed to the committee for their information. It was also suggested that the material be distributed to members of the EETF at its next meeting.

Administration of  
Examinations:

**Promissor**

Licensing Examination Statistics

Examination statistics for fiscal year 2004 was distributed to the Commissioners for their information.

June 2004 School Summary Reports

A copy of the performance summary report, by school, was distributed to the Commissioners for their information. The report is derived from statistics for first time test takers

**Test Development and Scenario Exam Items**

Test development sessions were held from Wednesday, August 25 to Friday, August 27, 2004. A revised version of the broker content outline was distributed for the committee's review.

Upon a motion by Commissioner Kagawa, seconded by Commissioner Ohama, it was voted on and unanimously carried to recommend approval of the revised broker content outline.

Educator's Forum:

**Hawaii Association of REALTORS®** – No discussion presented.

**Hawaii Association of Real Estate Schools (HARES)**

Specialist Kimura reported that HARES will be holding its next meeting on October 15, 2004 at 12 noon at the Yum Yum Tree. Commission staff has been invited to attend this meeting to discuss issues on school score reporting.

Vice Chair Nishihara reported that at the Prelicense school/instructor session, which followed the test development sessions, an instructor felt that there should be a breakdown as to more than just the school passing rate, but also include the instructor passing rate of its students.

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

Program of Work:

**Interactive Participation with Organizations**

Pacific Rim Real Estate Conference, September 16-17, 2004

The Hawaii Association of REALTORS' will be holding their Pacific Rim Real Estate Conference on September 16 – 17, 2004 at the Sheraton Waikiki Hotel. The Commissioners have been invited to meet with Craig Cheatham of ARELLO on September 15, 2004 from 3:30 to 5:00. The Commissioners questions and answer session has been moved to the afternoon of Thursday, September 16, 2004.

**Evaluations and Education System for CE and Prelicensing Instructors**

It was reported that EO Fujitani and Specialist Yamashiro will monitor two prelicense courses beginning September 2004. Also, Commission members and industry members will be assisting the commission with evaluation of continuing education courses.

**Division and Department Programs – New salesperson licensees 2004**

A report on the number of new salesperson licensees for January – August 2004 was distributed to the Commissioners for their information. The total number of 1,433 new salesperson licensees reflect the number of licensees who are deemed as having completed the 10 hour continuing education requirement, pursuant to Section 16-99-89(c), Hawaii Administrative Rules.

Further a total of 3,394 licensees have met the continuing education requirement for the upcoming renewal.

Special Issues: No discussion presented.

ARELLO, REEA  
& Other Organizations: No discussion presented.

Open Forum: No discussion presented.

Budget and Finance  
Report: No report presented.

Next Meeting: Wednesday, October 13, 2004  
Upon adjournment of the Laws and Rules Review Committee Meeting, which convenes at 9:00 a.m.  
Queen Liliuokalani Conference Room  
335 Merchant Street, First Floor  
Honolulu, Hawaii

Adjournment: With no further business to discuss, Vice Chair Nishihara adjourned the meeting at 11:23 a.m.

Reviewed by:

/s/Lorene K. A. Kimura  
Lorene K. A. Kimura  
Real Estate Specialist

October 13, 2004  
Date

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