

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, February 9, 2005

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

Place: King Kalakaua Building
Queen Liliuokalani Room
335 Merchant Street, First Floor
Honolulu, Hawaii

Present: Trudy Nishihara, Vice Chair
Louis Abrams, Member
Mitchell Imanaka, Member
John Ohama, Member
Iris Okawa, Member
Michele Sunahara Loudermilk, Member

Calvin Kimura, Supervising Executive Officer
Neil K. Fujitani, Executive Officer
Diane Choy Fujimura, Senior Real Estate Specialist
Lorene K. A. Kimura, Real Estate Specialist
Ryan Yamashiro, Real Estate Specialist
Cynthia Yee, Senior Condominium Specialist
David Grupen, Condominium Specialist
Shari Wong, Deputy Attorney General
Karyn Takahashi, Recording Secretary

Others: Marsha Shimizu, Hawaii Association of REALTORS
Janice Lind, Hawaii Academy of Real Estate

Absent: Vern Yamanaka, Chair
Carol Ball, Member
Kathleen Kagawa, Member

Call to Order: Vice Chair Nishihara called the meeting to order at 10:08 a.m., at which time quorum was established.

Chair's Report: No report presented.

Sr. Real Estate
Specialist's Report:

Announcements, Introduction, Correspondence and Additional Distribution

The following were distributed as additional distribution:

4. Continuing Education Administration, Curriculum, Courses, Providers, and Instructors
 - h. Education Evaluation Task Force – Report on February 3, 2005 meeting
6. Administration of Examinations
 - a. Promissor
8. Program of Work, FY05
 - c. Annual Report, Quarterly Bulletin, and School Files – January/February 2005 *Bulletin*, February 2005 *School Files*

Minutes

Upon a motion by Commissioner Okawa, seconded by Commissioner Ohama, it was voted on and unanimously carried to accept the minutes of the January 12, 2005, Education Review Committee meeting as distributed.

Continuing Education: **Administrative Issues**

2005-2006 CE Certificates Memorandum

A copy of a memorandum dated January 6, 2005, distributed to all continuing education providers regarding 2005-2006 continuing education certificates and reminders were distributed to the Commissioners for their information.

Applications

2005-2006 Continuing Education Providers and Courses Ratification List

Upon a motion by Commissioner Okawa, seconded by Commissioner Ohama, it was voted on and unanimously carried to approve the ratification of the attached list.

Course – “Construction Defect Claims in Hawaii;” Author/Owner/Provider: Lorman Business Center, Inc.; Course Categories: Contracts and Dispute Resolution; Clock Hours: 6

Upon a motion by Commissioner Imanaka, seconded by Commissioner Ohama, it was voted on and unanimously carried to recommend approval of “Construction Defect Claims in Hawaii” as a six credit hour continuing education elective course under the course categories Contracts and Dispute Resolution.

Education Evaluation Task Force

Report on February 3, 2005 meeting

Senior Specialist Fujimura reported that two new members were added to the EETF. They are Ed Maeda and Aleta Klein.

Senior Specialist Fujimura reported that the EETF meeting was well attended. The task force had the opportunity to meet with Janice Lind to discuss the salesperson's curriculum. They also discussed topics for the 2005-2006 Commission core course.

Senior Specialist Fujimura reported that there were two subcommittees formed. The first for continuing education instructor assessment and training. This subcommittee will develop criteria for instructor selection and auditing system. The second subcommittee for legislative lobbying. This subcommittee will make specific recommendations on education laws and rules.

Senior Specialist Fujimura also reported that the Certification of Real Estate Continuing Education Elective Course application will be updated and the definitions for "Beginning," "Intermediate," and "Advanced" will be deleted. If the course is "Advanced," the provider shall include a disclosure and identify any prerequisites.

The next EETF meeting is scheduled for Friday, April 15, 2005.

Prelicense Education: **Administrative Issues**

Evaluations – Seiler School of Real Estate (14)

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

Applications

Instructor – J. Robert Lightbourn, Salesperson and Broker Curricula

Upon a motion by Commissioner Abrams, seconded by Commissioner Ohama, it was voted on and unanimously carried to approve J. Robert Lightbourn as a prelicense instructor to teach the salesperson and broker curricula.

Salesperson's Curriculum

Ms. Janice Lind, Hawaii Academy of Real Estate, was present to update the committee on the salesperson's curriculum.

Ms. Lind reported that she met with the EETF and got a good contact list started and will be contacting selected individuals, brokerages, schools, etc. to get a feel of what they think is missing from the salesperson's curriculum. They will compile this information and provide a rough draft.

Vice Chair Nishihara inquired where Ms. Lind sees the salesperson's curriculum going. Ms. Lind responded that she can't see slashing anything, but rather updating the information and adding approximately 15 hours to the curriculum. She wants to continue to be able to have the salesperson and broker curriculum taught concurrently. Ms. Lind added that they would like to also create some pamphlets.

Other

At this time, Senior Specialist Fujimura reported that the Request for Proposals for the salesperson and broker electronic delivery must go through the formal procurement process. She reported that there are approximately five interested vendors. She reported that she will begin the process and hopes to have something in motion by the end of the fiscal year.

Commissioner Abrams inquired about the budget for this program. SEO Kimura responded that there currently is \$25,000.00 available but we will get a better picture after the end of the quarter.

Administration of
Examinations:

Promissor

PULSE

Specialist Kimura reported that last week selected staff sat through a demonstration of Promissor's new PULSE (Promissor Uniform Licensing Solution for E-Government) licensing management system. A copy of a brochure explaining the PULSE capabilities was distributed to the Commissioners for their information.

Licensing Examination Statistics

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

December 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

Program of Work:

Annual Report, Quarterly Bulletin, and School Files

A copy of the February 2005 issue of *School Files* was distributed to the Commissioners for their information. It was reported that the January-February 2005 issue of the *Bulletin* will be mailed shortly. Both publications can be found on the web site at www.hawaii.gov/hirec.

Interactive Participation with Organizations

Senior Specialist Fujimura reported that Commissioner Loudermilk just completed an article that will appear in the next issue of the *REALTOR Journal*.

ARELLO, REEA and
Other Organizations:

REEA Annual Conference June 19-22, 2005

Upon a motion by Commissioner Ohama, seconded by Commissioner Imanaka, it was voted on and unanimously carried to recommend approval for three attendees, and a fourth attendee if budget allows, to participate at the REEA 2005 Annual Conference, to be held on June 19 – 22, 2005, at Myrtle Beach, South Carolina, subject to REEF budget and DCCA approval. The Chair of the Real Estate Commission and the Supervising Executive Officer shall determine the attendees.

Educator's Forum:

Hawaii Association of REALTORS® – Ms. Marsha Shimizu reported that HAR is planning their Outreach for the last two weeks of May. HAR has completed their Exclusive Right to Sell Agreement and will be unveiling it at the Outreach. Ms. Shimizu reported that they will be at every island.

SEO Kimura stated there may be a possibility that the Commission may want to hold meetings in conjunction with HAR's Outreach on the Big Island.

SEO Kimura also inquired about NAR getting continuing education course credit for the courses they offer. SEO Kimura stated that something could be worked out—they should get their materials together and apply for credit. Ms. Shimizu responded that NAR has not formulated their course yet.

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

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

Next Meeting: Wednesday, March 9, 2005
Upon adjournment of the Laws and Rules Review Committee Meeting, which convenes at 9:00 a.m.
King Kalakaua Building
Queen Liliuokalani Room
335 Merchant Street, First Floor
Honolulu, Hawaii

Adjournment: With no further business to discuss, Vice Chair Nishihara adjourned the meeting at 10:35 a.m.

Reviewed by:

/s/ Lorene K. A. Kimura (for)
Diane Choy Fujimura
Senior Real Estate Specialist

February 9, 2005
Date

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

**2005-2006 CONTINUING EDUCATION PROVIDERS AND COURSES
RATIFICATION LIST**

EDUCATION REVIEW COMMITTEE

February 9, 2005

<u>Registration/Certification</u>	<u>Effective Date</u>
Provider(s) Dower School of Real Estate Windward (Administrator: David L.S. Catanzaro)	January 1, 2005
Course (s) "Group Ownership of Commercial and Investment Real Estate" (Author/Owner: Eugene Trowbridge/Hawaii CCIM Chapter)	January 1, 2005
"Ethics and Real Estate" (Author/Owner: Dearborn Real Estate Education/Dower School of Real Estate Windward)	January 1, 2005
"Fair Housing" (Author/Owner: Dearborn Real Estate Education/Dower School of Real Estate Windward)	January 1, 2005
"Property Management and Managing Risk" (Author/Owner: Dearborn Real Estate Education/Dower School of Real Estate Windward)	January 1, 2005
Understanding 1031 Tax-Free Exchanges" (Author/Owner: Dearborn Real Estate Education/Dower School of Real Estate Windward)	January 1, 2005
"Environmental Issue in Your Real Estate Practice" (ARELLO Certified Course/Abe Lee Seminars)	January 6, 2005
"Real Estate Finance Today" (ARELLO Certified Course/Abe Lee Seminars)	January 6, 2005
"Red Flags Property Inspection Guide" (ARELLO Certified Course/Abe Lee Seminars)	January 6, 2005
"Diversity and Doing Business" (ARELLO Certified Course/Seiler School of Real Estate)	January 1, 2005
"Environmental Issue in Your Real Estate Practice" (ARELLO Certified Course/Seiler School of Real Estate)	January 1, 2005
"Fair Housing" (ARELLO Certified Course/Seiler School of Real Estate)	January 1, 2005
"Red Flags Property Inspection Guide" (ARELLO Certified Course/Seiler School of Real Estate)	January 1, 2005
"Title Insurance and Title Report Red Flags" (Suzette Nasser/Kona Board of REALTORS)	January 28, 2005