

**EDUCATION REVIEW COMMITTEE**  
REAL ESTATE COMMISSION  
Professional and Vocational Licensing Division  
Department of Commerce and Consumer Affairs  
State of Hawaii  
[www.hawaii.gov/hirec](http://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: December 2, 2015

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

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

Present: Rowena Cobb, Chair / Broker / Kauai Commissioner  
Bruce Faulkner, Broker / Maui Commissioner  
Scott Arakaki, Public Member / Honolulu Commissioner  
Laurie A. Lee, Broker / Honolulu Commissioner  
Scott Sherley, Broker / Hawaii Island Commissioner  
Michael Pang, Broker / Honolulu Commissioner  
Aleta Klein, Broker / Honolulu Commissioner

Neil K. Fujitani, Supervising Executive Officer  
Miles Ino, Executive Officer  
Diane Choy Fujimura, Senior Real Estate Specialist  
Amy Endo, Real Estate Specialist  
David J. Grupen, Real Estate Specialist  
Cynthia Yee, Senior Condominium Specialist  
Benedyne Stone, Condominium Specialist  
Dathan Choy, Condominium Specialist  
Shari Wong, Deputy Attorney General  
Tammy Norton, Recording Secretary  
Ruth Yamada, Office Assistant

Others: Beth Holiday, Hawaii Business Training  
Marsha Shimizu, Hawaii Association of REALTORS®  
Aron Espinueva, Hawaii Association of REALTORS®  
Myoung Oh, Hawaii Association of REALTORS®

Absent: Nikki Senter, Public Member / Honolulu Commissioner  
Aileen Wada, Vice Chair, Broker / Honolulu Commissioner

Call to Order: The Chair called the meeting to order at 10:17 a.m., at which time quorum was established.

Chair's Report: The Chair stated the Committee may move into Executive Session to consider and evaluate personal information relating to individuals applying for licensure in accordance with section 92-5(a)(1), HRS, and to consult with the Board's

attorney on questions and issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities in accordance with section 92-5(a)(4), HRS.

Commissioners Senter and Wada were excused from the meeting. Prior notification of their non-attendance was received.

Real Estate  
Specialist's Report:

Additional Distribution

The following was distributed as additional distribution:

6. Administration of Examinations
  - a. PSI
    - 1) Licensing Examination Statistics – November 2015
    - 2) School Pass/Fail Rates – November 2015
    - 3) School Summary by Test Category – November 2015

Minutes of Previous Meeting

Upon a motion by Commissioner Sherley, seconded by Commissioner Klein, it was voted on and unanimously carried to accept the minutes of the November 10, 2015, Education Review Committee meeting.

Continuing Education: Applications

**Course – "Mind Your Own Business"; Author/Owner: Beth Holiday; Provider: Hawaii Business Training; Course Categories: Broker-Management, Other – Professionalism; Clock Hours: 3**

Ms. Beth Holiday noted that as she was rewriting the GRI course she realized that if you are not trying to obtain your designation, there were no courses available to help with business planning. There is a strong benefit for turning licensees into strong business people.

The submitted course starts with reasons for business planning and the Reticular Activating System which is vital to the ability to achieve goals. It moves the licensee from a myopic transactional view to a broad based business view. The course is designed to include a business vision, mission and action plan and convert thinking into a business philosophy.

A typo was noted on page 15 of the 80/20 Examples slide for correction.

Staff questioned the target audience for the course.

Ms. Holiday responded that the course while geared toward brokers, could also benefit salespersons.

Staff informed Ms. Holiday that a salesperson who takes the course may want to set up their own company which is not permissible.

Ms. Holiday responded that she will add a slide to the course for clarification.

Upon a motion by Commissioner Faulkner, seconded by Commissioner Sherley, it was voted on and unanimously carried to approve "Mind Your Own Business" as a three credit hour continuing education elective course under the course categories: Broker-Management and Other – Professionalism.

**Course – "Let's Get Engaged: Unleashing the Lead-Generating Power of LinkedIn"; Author/Owner: Debra Jason; Provider: TBD; Course Category: Other – Marketing Principles; Clock Hours: 3**

Commissioner Sherley asked for clarification on the method of presentation.

Specialist Fujimura responded that the course will be offered in the live format.

Upon a motion by Commissioner Klein, seconded by Commissioner Lee, it was voted on and unanimously carried to approve "Let's Get Engaged: Unleashing the Lead-Generating Power of LinkedIn" as a three credit hour continuing education course, under the course category Other – Marketing Principles.

Administration of  
Examinations:

PSI

**Licensing Examination Statistics – November 2015**

Examination statistics for November 2015 were distributed to the Commissioners for their information.

**School Pass/Fail Rates – November 2015**

School pass/fail rate statistics for November 2015 were distributed to the Commissioners for their information.

**School Summary by Test Category – November 2015**

Copies of the November 2015 test category summary reports, by school, were distributed to the Commissioners for their information.

Educator's Forum:

**Hawaii Association of REALTORS® – none.**

**Public and Private Institutions of Higher Education – none.**

Program of Work:

Instructor's Development Workshop – Proposal from Hawaii Association of REALTORS®

Marsha Shimizu noted that HAR currently has a contract with the Commission to offer Instructor Development Workshops. In August HAR offered an IDW for new instructors. They are proposing an IDW for the seasoned instructors to enhance their instructor skills.

The proposed instructor, Michael Kriza, presented at the recent REEA Conference to demonstrate how videos are used as a teaching tool. Those in attendance felt it was a very good presentation and there seems to be an interest in utilizing videos during presentations. The IDW, proposed to be offered on each island and geared toward seasoned instructors, but offered to all, will give instructors hands on experience in creating and uploading videos.

Mr. Kriza is offering a very good price for the Hawaii IDW in comparison to his normal fees.

Commissioner Sherley noted that Hawaii does not often get a lot of seasoned instructors as Mr. Kriza due to the cost factor.

Ms. Shimizu noted that the cost proposed by HAR for this IDW is lower than initially presented to the Commission under the current contract.

The attendees will be required to pay a nominal fee to ensure attendance.

Upon a motion by Commissioner Sherley, seconded by Commissioner Klein it was voted on and unanimously carried to approve the proposed instructor development workshop "Video – It's Easier Than You Think" for four sessions, one on each island, at a cost not to exceed \$15,000.

ARELLO, REEA and  
Other Organizations:

No report presented.

Budget and Finance  
Report:

Real Estate Education Fund

Upon a motion by Commissioner Klein, seconded by Commissioner Lee, it was voted on and unanimously carried to accept the Real Estate Education Fund report for the fiscal year ending September 30, 2015.

Next Meeting:

Wednesday, January 13, 2016

Upon adjournment of the Condominium Review Committee Meeting, which is upon adjournment of the Laws and Rules Review Committee meeting, which convenes at 9:30 a.m.

REALTORS® Association of Maui  
441 Ala Makani Place  
Kahului, Maui

Adjournment:

With no further business to discuss, Chair Sherley adjourned the meeting at 10:37 a.m.

Reviewed and approved by:

/s/ Diane Choy Fujimura

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Diane Choy Fujimura  
Senior Real Estate Specialist

December 7, 2015

\_\_\_\_\_  
Date

[ X ]  
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Minutes approved as is.

Minutes approved with changes, see minutes of \_\_\_\_\_