

**EDUCATION REVIEW COMMITTEE**  
REAL ESTATE COMMISSION  
[www.hawaii.gov/hirec](http://www.hawaii.gov/hirec)

**AGENDA**

Date: Wednesday, April 6, 2016

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

Place: King Kalakaua Building  
Queen Liliuokalani Conference Room  
335 Merchant Street, 1<sup>st</sup> Floor  
Honolulu, HI 96813

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

1. Call to Order, Public Notice, Quorum
2. Chair's Report
3. Senior Real Estate Specialist's Report
  - a. Announcements, Introduction, Correspondence, and Additional Distribution
  - b. Minutes of Previous Meeting – Minutes of March 9, 2016
4. Continuing Education Administration, Curriculum, Courses, Providers, and Instructors
  - a. Administrative Issues - 2015-2016 Continuing Education Providers and Courses Ratification List
  - b. Applications
    - 1) Provider – Preferred Systems, Inc., Administrator – Jilian Krause
    - 2) Course – "Managing the Home Inspection"; Author/Owner: Jilian Krause, Provider – Preferred Systems, Inc. (pending approval); Course Categories: Property Management, Property Ownership and Development, Risk Management; Clock Hours: 3
    - 3) Course – "Radon and Real Estate Transactions "; Author/Owner: Jilian Krause; Provider: Preferred Systems, Inc. (pending approval); Course Categories: Property Ownership and Development, Risk Management, Other – Radon; Clock Hours: 3
    - 4) Course – "Fiduciary Duty: Damned If We Do and Damned If We Don't"; Author/Owner: Trudy Nishihara; Provider: Coldwell Banker Pacific Properties Real Estate School; Course Category: Risk Management; Clock Hours: 3
    - 5) Provider – The Berman Education Company, LLC; Administrator – Harold Berman
    - 6) Guest Lecturer – Bobbin Tabalon, Coldwell Banker Pacific Properties Real Estate School, Trudy Nishihara, Principal
    - 7) Course – "From Contract to Closing"; Author/Owner: Hawaii Association of REALTORS®; Course Categories: Contracts, Dispute Resolution, Other – Duties & Roles after Contract Signing. Effectuation of a Smooth Transaction; Clock Hours: 6
  - c. Continuing Education Core Course
  - d. Elective Courses
  - e. Evaluation and Education Program
  - f. ARELLO Certification Program
  - g. Continuing Education Review Panel
5. Prelicensing Education Administration, Curriculum, Schools, Instructors, and Equivalency
  - a. Administrative Issues
  - b. Applications
  - c. Broker Curriculum and Resources
  - d. Salesperson's Curriculum and Resources
  - e. Evaluation and Education

EDUCATION REVIEW COMMITTEE AGENDA  
Page 2

- f. Education Equivalency
  - g. Other
6. Administration of Examinations
- a. PSI
    - 1) Licensing Examination Statistics – March 2016
    - 2) School Pass/Fail Rates – March 2016
    - 3) School Summary by Test Category – March 2016
  - b. Uniform Section Equivalency
  - c. Test Development
  - d. Exam Monitoring
  - e. Instructor Workshop
  - f. Examination Contract
7. Educator's Forum
- a. Hawaii Association of REALTORS®
  - b. Public and Private Institutions of Higher Education
8. Program of Work, FY16
- a. Advice, Education, and Referral
  - b. Meetings and Symposium
  - c. Annual Report, Quarterly Bulletin, and School Files – April 2016 School Files – to be distributed
  - d. Neighbor Island Outreach
  - e. Interactive Participation with Organizations
  - f. Real Estate Seminars
  - g. Legislative Participation, Research and Report
  - h. Instructor's Development Workshop
  - i. Real Estate Specialists' Office for the Day
  - j. Real Estate Speakership Program
  - k. New Technology Program and REC Web Site
  - l. Records Management
  - m. Information Distribution System
  - n. New Salesperson and New Broker Startup Kits
  - o. Cooperation, Education, Research and Administration Program
  - p. Division and Department Programs
  - q. Staff and Commissioner Development
  - r. Real Estate Reference Library
  - s. Ad Hoc Committee on Education (ACE) – Core B 2015-2016, 1<sup>st</sup> Draft deadline 4/11/16, next meeting 4/26/16 to review 1<sup>st</sup> draft
9. Special Issues
10. ARELLO, REEA and Other Organizations
11. Budget and Finance Report
12. Next Meeting: Wednesday, May 11, 2016  
Upon adjournment of the Condominium Review Committee Meeting, which is upon adjournment of the Laws and Rules Review Committee meeting, which convenes at 9:00 a.m.  
Queen Liliuokalani Conference Room  
King Kalakaua Building  
335 Merchant Street, 1<sup>st</sup> Floor  
Honolulu, HI 96813
13. Adjournment

Individuals who require special needs accommodations are invited to call the Senior Real Estate Specialist at 586-2643, at least **4 working days** in advance of the meeting.