

**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: October 12, 2016

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  
Aileen Wada, Vice Chair, Broker / Honolulu Commissioner  
Bruce Faulkner, Broker / Maui Commissioner  
Scott Arakaki, Public Member / Honolulu Commissioner  
Nikki Senter, Public Member / Honolulu Commissioner  
Laurie A. Lee, Broker / Honolulu Commissioner  
Michael Pang, Broker / Honolulu Commissioner  
Aleta Klein, Broker / Honolulu Commissioner

Miles Ino, Executive Officer  
Amy Endo, Real Estate Specialist  
David J. Grupen, Real Estate Specialist  
Carole Richelieu, Senior Condominium Specialist  
Dathan Choy, Condominium Specialist  
Shari Wong, Deputy Attorney General  
Tammy Norton, Secretary  
Torrie-ann Primacio, Recording Secretary

Others: Lori Amano, Cades Schutte A Limited Liability Law Partnership  
Marsha Shimizu, Honolulu Board of REALTORS®  
Robin Sagadraca, Old Republic Title  
Ben Park, Senate Ways and Means Committee

Absent: None

Call to Order: The Chair called the meeting to order at 10:10 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.

Real Estate  
Specialist's Report:

Additional Distribution

The following was distributed as additional distribution: Minutes of the previous meeting – September 14, 2016.

Minutes of Previous Meeting

Upon a motion by Commissioner Faulkner, seconded by Commissioner Pang, it was voted on and unanimously carried to accept the minutes of the September 14, 2016, Education Review Committee meeting.

Continuing Education: Applications

**Course – “Issues in Commercial Real Estate Transactions;” Author/Owner: Lori K. Amano Esq.; Provider: Russ Good Seminars; Course Category: Contracts, Real Estate Law, Property Ownership and Development, Risk Management, Property Management; Clock Hours: 3**

Ms. Amano was present to answer any questions the Commission may have.

Commissioner Lee suggested that the outline of the sample title report should be reviewed.

Commissioner Klein commented that the course was a very interesting course. She questioned Ms. Amano on who will be teaching the course?

Ms. Amano responded that 5 members in the partnership will be teaching the course.

Commissioner Pang commented that he didn't find the course title to be attractive, and that the course title should be a little more descriptive. Commissioner Pang suggested to add “Legal” to the beginning of the title.

Commissioner Arakaki moved to approve “Issues in Commercial Real Estate Transactions” as a 3 credit hour continuing education elective course, under the course categories Contract's, Real Estate Law, Property Ownership and Development, Risk Management, Property Management, subject to changing the title to “Legal Issues in Commercial Real Estate Transactions”. Commissioner Pang seconded the motion. The motion was voted on and unanimously carried.

**Course – “A Real Estate Licensee's Responsibilities During Escrow;” Author/Owner: Marion Haller; Provider: REALTORS® Association of Maui, Inc. Course Category: Contracts, Risk Management; Clock Hours: 3 (Deferred from 9/14/16 mtg.)**

Upon a motion by Commissioner Lee, seconded by Commissioner Faulkner, it was voted on and unanimously carried to approve “A Real Estate Licensee's Responsibilities During Escrow” as a 3 credit hour continuing education course, under the course categories Contracts, Risk Management.

**Course – “Technology Trends Impacting the Real Estate Industry;”  
Author/Owner: Robin Sagadraca; Provider: Abe Lee Seminars; Clock  
Hours: 3**

Mr. Sagadraca was present to answer any questions the commission may have.

Upon a motion by Commissioner Arakaki, seconded by Commissioner Pang, it was voted on and unanimously carried to approve “Technology Trends Impacting the Real Estate Industry” as a 3 credit hour continuing education course.

Evaluation and Education Program

Copies of evaluations of the independent study course from the following prelicense school were distributed to the Commissioners for their information:

- ContinuingEdExpress (2)

Administration of  
Examinations:

PSI

**Licensing Examination Statistics – September 2016**

Examination statistics for September 2016 were distributed to the Commissioners for their information.

**School Pass/Fail Rates – September 2016**

School pass/fail rate statistics for September 2016 were distributed to the Commissioners for their information.

**School Summary by Test Category – September 2016**

Copies of the September 2016 test category summary reports, by school, were distributed to the Commissioners for their information.

Exam Monitoring – Test Center Monitoring – Kahului-The Learning Center

Specialist Amy Endo monitored the new Kahului, Maui test site which went very smoothly. The new PSI test site is located within the grounds of the University of Hawaii Maui campus. Specialist Endo was impressed with the security bags provided which only the proctors are able to unlock. The security bags would reduce the liability for the proctors.

Educator’s Forum:

**Hawaii Association of REALTORS® – None**

**Public and Private Institutions of Higher Education – None**

Program of Work:

Annual Report, Quarterly Bulletin, and School Files

Real Estate Specialist Grupen reported that the October 2016 issue of School Files has been distributed and made available on the commission’s website: [www.hawaii.gov/hirec](http://www.hawaii.gov/hirec).

Ad Hoc Committee on Education (ACE) – Next meeting Tuesday, November 1, 2016

Commissioner Klein questioned whether information was received at the ARELLO Conference relating to how PBs oversee transactions of virtual real estate companies. Information of this sort could be provided to the ACE Committee.

Commissioner Senter responded that the issue was not brought up at the recent ARELLO Conference but rather the TEAM issue was discussed.

Budget and Finance  
Report:

Real Estate Education Fund

Upon a motion by Commissioner Arakaki, seconded by Commissioner Klein, it was voted on and unanimously carried to accept the Real Estate Education Fund report for the fiscal year ending June 30, 2016.

Next Meeting:

Wednesday, November 9, 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, First Floor  
Honolulu, Hawaii

Adjournment:

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

Reviewed and approved by:

/s/David J. Grupen

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David J. Grupen  
Real Estate Specialist

October 20, 2016

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Date

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Minutes approved as is.

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