

**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: May 10, 2017

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  
Laurie A. Lee, Broker / Honolulu Commissioner  
Aleta Klein, Broker / Honolulu Commissioner  
Sean Ginoza, Broker / Hawaii Island Commissioner  
  
Neil K. Fujitani, Supervising Executive Officer  
Miles Ino, Executive Officer  
Diane Choy Fujimura, Senior Real Estate Specialist  
Amy Endo, Real Estate Specialist  
Benedyne Stone, Condominium Specialist  
Dathan Choy, Condominium Specialist  
Shari Wong, Deputy Attorney General  
Dorothy Aquino, Recording Secretary

Others: None

Absent: Nikki Senter, Public Member / Honolulu Commissioner  
Michael Pang, Broker / Honolulu Commissioner

Call to Order: The Chair called the meeting to order at 9:51 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 Pang 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:

4. Continuing Education Administration, Curriculum, Courses, Providers, and Instructors
  - b. Applications –
    - 2) Course – "Retail Triple Net Lease (NNN) and Real Estate: Step by Step, and Reinvention – Property Redevelopment and Repositioning"; Author/Owner: International Council of Shopping Centers, Inc.; Provider: International Council of Shopping Centers, Inc. (pending approval); Course Categories: Contracts, Property Ownership and Development, Broker Management; Clock Hours: 3

Minutes of Previous Meeting

Upon a motion by Commissioner Wada, seconded by Commissioner Faulkner, it was voted on and unanimously carried to accept the minutes of the April 12, 2017, Education Review Committee meeting.

Continuing Education: Administrative Issues

**2017-2018 Continuing Education Providers and Courses Ratification List**

Upon a motion by Commissioner Faulkner, seconded by Commissioner Lee, it was voted on and unanimously carried to ratify the following:

<u>Registration/Certification</u>	<u>Effective Date</u>
<b>Course(s)</b> "Intro to Maintenance: Covering the Basics of Standards, Codes & Safety" (CEC National/REALTORS Assoc of Maui) (6 credits)	04/07/2017
"ePRO Day 1" (CEC National/Hawaii Assoc of REALTORS) (6 credits)	04/11/2017

Applications

**Provider – International Council of Shopping Centers, Inc., Casey Adams, Administrator**

Upon a motion by Commissioner Klein, seconded by Commissioner Lee, it was voted on and unanimously carried to approve "International Council of Shopping Centers, Inc. as a continuing education provider.

**Course – "Retail Triple Net Lease (NNN) and Real Estate: Step by Step, and Reinvention – Property Redevelopment and Repositioning"; Author/Owner: International Council of Shopping Centers, Inc.; Provider: International Council of Shopping Centers, Inc. (pending approval); Course Categories: Contracts, Property Ownership and Development, Broker Management; Clock Hours: 3**

Upon a motion by Commissioner Klein, seconded by Commissioner Lee, it was voted on and unanimously carried to approve "Retail Triple Net Lease (NNN) and Real Estate: Step by Step, and Reinvention – Property Redevelopment and Repositioning" as a 3 credit hour continuing education course, under the course categories Contracts, Property Ownership and Development, Broker Management.

**Course – "Residential Land Use Review 2017-2018, City and County of Honolulu"; Author/Owner: Philip Hale Wilia; Provider: Bly School of Real Estate; Course Category: Other – Land Use; Clock Hours: 3**

Upon a motion by Commissioner Klein, seconded by Commissioner Lee, it was voted on and unanimously carried to approve "Residential Land Use Review 2017 – 2018, City and County of Honolulu" as a 3 credit hour continuing education course, under the course categories Other – Land Use.

**Course – "Ninja Selling-Vision, Values and Goals"; Author/Owner: Walt Frey; Provider: Abe Lee Seminars; Course Category: Other – Client Management, Agent Professionalism; Clock hours: 6**

Upon a motion by Commissioner Faulkner, seconded by Commissioner Ginoza, it was voted on and unanimously carried to approve "Ninja Selling-Vision, Values and Goals" as a 3 credit hour continuing education course, under the course categories Other – Client Management, Agent Professionalism.

Prelicense Education: Administrative Issues

#### **2017-2018 Prelicensing Schools and Instructors Ratification List**

Upon a motion by Commissioner Lee, seconded by Commissioner Wada, it was voted on and unanimously carried to ratify the following:

<u>Registration/Certification</u>	<u>Effective Date</u>
<b>Instructor(s)</b>	
Elarka S.H. Yuen Salesperson and Broker Curriculum	04/03/2017

Senior Specialist Fujimura stated that when online prelicense courses were first offered, the Commission requested the submission of course evaluation forms to monitor the online offerings. As it has been more than 12 years since online prelicense courses have been successfully offered, there does not appear to be a need to review the online course evaluations.

Upon a motion by Commissioner Arakaki, seconded by Commissioner Lee, it was voted on and unanimously carried to no longer require the submission of online prelicensing schools' evaluation forms to the Commission.

Administration of  
Examinations:

PSI

**Licensing Examination Statistics – April 2017**

Examination statistics for April 2017 were distributed to the Commissioners for their information.

**School Pass/Fail Rates – April 2017**

School pass/fail rate statistics for April 2017 were distributed to the Commissioners for their information.

**School Summary by Test Category – April 2017**

Copies of the April 2017 test category summary reports, by school, were distributed to the Commissioners for their information.

Exam Monitoring

**Honolulu and Kauai Test Sites**

A copy of the evaluation forms on the monitoring of the Honolulu and Kauai Test Centers were distributed to the Commissioners for their information.

Specialist Endo recently visited the Honolulu site to monitor the newly hired proctor and conducted a regular visit to monitor the Kauai site.

Specialist Endo reminded proctors at both sites regarding the use of electronic devices, especially smart watches. Proctors need to be aware and require candidates to remove the item and other electronics before entering the testing area.

Program of Work:

Annual Report, Quarterly Bulletin, and School Files

Senior Specialist Fujimura reported that the May 2017 Bulletin was distributed and available for viewing on the Commission's website: [www.hawaii.gov/hirec](http://www.hawaii.gov/hirec).

Ad Hoc Committee on Education (ACE)

Upon a motion by Commissioner Klein, seconded by Commissioner Lee, it was voted on and unanimously carried to approve the 1<sup>st</sup> Draft of Core A 2017 – 2018.

Upon a motion by Commissioner Faulkner, seconded by Commissioner Ginoza, it was voted on and unanimously carried to approve the Ad Hoc Committee on Education (ACE) Report of Meeting 4/13/2017.

Budget and Finance  
Report:

Real Estate Education Fund

Upon a motion by Commissioner Faulkner, seconded by Commissioner Lee, it was voted on and unanimously carried to accept the Real Estate Education Fund report for the fiscal year ending December 31, 2016.

Next Meeting: Wednesday, June 14, 2017  
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.  
West Hawaii Association of REALTORS®  
75-5995 Kuakini Highway, #221  
Kailua-Kona, HI 96740

Adjournment: With no further business to discuss, Chair Cobb adjourned the meeting at 10:19 a.m.

Reviewed and approved by:

/s/Diane Choy Fujimura

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Diane Choy Fujimura  
Senior Real Estate Specialist

May 17, 2017

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Date

[ X ] Minutes approved as is.  
[ ] Minutes approved with changes, see minutes of \_\_\_\_\_