

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: April 11, 2018

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: Aileen Wada, Vice Chair, Broker / Honolulu Commissioner
Bruce Faulkner, Broker / Maui Commissioner
Scott Arakaki, Public Member / Honolulu Commissioner
Laurie A. Lee, Broker / Honolulu 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
Carole Richelieu, Senior Condominium Specialist
Benedyne Stone, Condominium Specialist
Dathan Choy, Condominium Specialist
Shari Wong, Deputy Attorney General
Dorothy Aquino, Recording Secretary

Others: Matt Eagle, Abe Lee Seminars
Marsha Shimizu, Hawaii Association of REALTORS®

Absent: Rowena Cobb, Chair / Broker / Kauai Commissioner
Nikki Senter, Public Member / Honolulu Commissioner
Sean Ginoza, Broker / Hawaii Island Commissioner

Call to Order: The Vice Chair called the meeting to order at 9:34 a.m., at which time quorum was established.

Chair's Report: The Vice 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.

Commissioner Cobb, Commissioner Senter and Commissioner Ginoza were excused from the meeting. Prior notification of his/her non-attendance was received.

Real Estate
Specialist's Report:

Minutes of Previous Meeting

Upon a motion by Commissioner Arakaki, seconded by Commissioner Faulkner, it was voted on and unanimously carried to accept the minutes of the March 14, 2018, Education Review Committee meeting.

Continuing Education: Administrative Issues

2017-2018 Continuing Education Providers and Courses Ratification List

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

<u>Registration/Certification</u>	<u>Effective Date</u>
Course(s)	
"Fair Housing for Real Estate Professionals" (3 credits) (Continuing Ed Express LLC/ARELLO)	03/05/2018
"Green Remodeling: Sustainable Ways to Renovate Homes" (3 credits) (Continuing Ed Express LLC/ARELLO)	03/05/2018
"Inside the Federal Reserve" (3 credits) (Continuing Ed Express LLC/ARELLO)	03/05/2018
"Finance: Cash Flow Analysis" (6 credits) (Hawaii Association of REALTORS/National)	03/20/2018
"Marketing for Residential Property Management" (6 credits) (Hawaii Association of REALTORS/National)	03/28/2018

Applications

Course – "Lead Safety: For Real Estate Agents"; Author/Owner: Elevate Energy; Provider: Preferred Systems, Inc.; Course Categories: Property Ownership and Development, Other – Environmental issues related to residential real estate; Clock Hours: 3

Upon a motion by Commissioner Arakaki, seconded by Commissioner Faulkner, it was voted on and unanimously carried to defer "Lead Safety: For Real Estate Agents" as a 3 credit hour continuing education course, under the course categories property ownership and development, other – Environmental issues related to residential real estate to the May 9, 2018 ERC meeting. The correct title for the course is "Selling the Sun."

Course – "Tools to Manage Your Real Estate Transaction: zipForm Plus, zipTMS and DocuSign; Author/Owner: Robin Sagadraca; Provider: Abe Lee Seminars; Course Category: Technology and the Licensee; Clock Hours: 3

Senior Real Estate Specialist Fujimura informed the Commission, Mr. Robin Sagadraca is available by phone if any question(s) the Commission may.

Senior Condominium Specialist Richelieu stated the names listed in the title are trademarked.

Upon a motion by Commissioner Klein, seconded by Commissioner Lee, it was voted on and unanimously carried to approve "Tools to Manage Your Real Estate Transaction: zipForm Plus, zipTMS and DocuSign" as a 3 credit hour continuing education course, under the course categories Technology and the Licensee. The trademark symbols should be included for trademarked names.

Course – "Plan Reading & Construction Documentation"; Author/Owner: Matt Eagle; Provider: Abe Lee Seminars; Course Categories: Property Ownership and Development, Other – Construction Documentation; Clock Hours: 3

Mr. Matt Eagle was present to answer any questions the Commission may have.

Mr. Eagle informed the Commission the course is to educate and familiarize the licensees with construction documents, as there are many.

Commissioner Faulkner asked if the course will be available for all Hawaii islands.

Mr. Eagle commented the course will be offered through Abe Lee Seminars. The course may then be offered on the neighbor islands and on-line.

Upon a motion by Commissioner Arakaki, seconded by Commissioner Klein, it was voted on and unanimously carried to approve "Plan Reading & Construction Documentation" as a 3 credit hour continuing education course, under the course categories Construction Documentation

Course – "Code of Ethics: Our Promise of Professionalism"; Author/Owner: National Association of REALTOR®; Provider: Digital Learning Centers LLC dba REMI School of Real Estate; Course Categories: Contracts, Dispute Resolution, Risk Management, Broker Management; Clock Hours: 3

Senior Real Estate Specialist Fujimura informed the Commission the course above is a NAR ethics course.

Commissioner Pang asked what is the process for offering a course owned by the NAR.

Senior Real Estate Specialist Fujimura stated there is an authorization form to offer the course on the website. The author/owner of the course will complete the form and submit the form to the provider.

Upon a motion by Commissioner Arakaki, seconded by Commissioner Faulkner, it was voted on and unanimously carried to approve "Code of Ethics: Our Promise of Professionalism" as a 3 credit hour continuing education course, under the course categories Contracts, Dispute Resolution, Risk Management, Broker Management.

Course – "Trends and Topics in Hawaii Real Estate"; Author/Owner: David Catanzaro; Provider: Digital Learning Centers, LLC dba REMI School of Real Estate; Course Categories: Contracts, Real Estate Law, Property Management, Risk Management, Broker Management; Clock Hours: 4

Course – "Being Honest is the Code We Live By"; Author/Owner: David Catanzaro; Provider: Digital Learning Centers LLC dba REMI School of Real Estate; Course Categories: Real Estate Law, Dispute Resolution, Property Management, Risk Management, Broker Management, Other – Ethics; Clock Hours: 3

Commissioner Klein asked if there is a redline copy to see the requested changes made on the course.

Senior Real Estate Specialist Fujimura said she will ask the author/owner to submit the original course with the changes indicated.

The Commission shared the same concern regarding the grammatical errors, factual misinformation, and typo errors prior to submitting the courses on March 14, 2018.

Course – "Time for Timeshares in Hawaii"; Author/Owner: David Catanzaro; Provider: Digital Learning Centers LLC dba REMI School of Real Estate; Course Categories: Contracts, Real Estate Law, Property Management and Development, Risk Management, Broker Management, Other – Timeshare Sales; Clock Hours: 3

Course – "Basic Steps to Analyze Investment Property"; Author/Owner: David Catanzaro; Provider: Digital Learning Centers LLC dba REMI School of Real Estate; Course Categories: Investment, Finance, Risk Management; Clock Hours: 3

Course – "The Basics of Investment Property"; Author/Owner: David Catanzaro; Provider: Digital Learning Centers LLC dba REMI School of Real Estate; Course Categories: Investment, Finance, Risk Management; Clock Hours: 4

Course – "Violations: Learning from Others"; Author/Owner: David Catanzaro; Provider: Digital Learning Centers LLC dba REMI School of Real Estate; Course Categories: Real Estate Law, Property Management, Broker Management; Clock Hours: 4

Upon a motion by Commissioner Arakaki, seconded by Commissioner Klein, it was voted on and unanimously carried to take the above courses under advisement.

Course – "Fair Housing: 50 Years Opening Doors"; Author/Owner: Office of Housing and Community Development; Provider: Hawaii Island REALTORS®; Course Categories: Real Estate Law, Dispute Resolution, Property Management, Property Ownership and Development, Risk Management, Broker Management; Clock Hours: 3

Senior Real Estate Specialist Fujimura informed the Commission the course is offered only on the Big Island.

Upon a motion by Commissioner Arakaki, seconded by Commissioner Lee, it was voted on and unanimously carried to approve "Fair Housing: 50 Years Opening Door" as a 3 credit hour continuing education course, under the course categories Real Estate Law, Dispute Resolution, Property Management, Property Ownership and Development, Risk Management, Broker Management.

Executive Session:

Upon a motion by Commissioner Arakaki, seconded by Commissioner Klein, it was voted on and unanimously carried to enter into executive session pursuant to Section 92-5(a)(1), HRS, "To consider and evaluate personal information, relating to individuals applying for professional or vocational licenses cited in section 26-9 or both;" and pursuant to Section 92-5(a)(4), HRS, "To consult with the board's attorney on questions and issues pertaining to the board's powers, duties, privileges, immunities, and liabilities."

Upon a motion by Commissioner Pang, seconded by Commissioner Faulkner, it was voted on and unanimously carried to move out of executive session.

Course – "Trends and Topics in Hawaii Real Estate"; Author/Owner: David Catanzaro; Provider: Digital Learning Centers, LLC dba REMI School of Real Estate; Course Categories: Contracts, Real Estate Law, Property Management, Risk Management, Broker Management; Clock Hours: 4

Upon a motion by Commissioner Arakaki, seconded by Commissioner Pang, it was voted on and unanimously carried to approve "Trends and Topics in Hawaii Real Estate" as a 4 credit hour continuing education course, under the course categories Contracts, Real Estate Law, Property Management, Risk Management, Broker Management.

Course – "Being Honest is the Code We Live By"; Author/Owner: David Catanzaro; Provider: Digital Learning Centers LLC dba REMI School of Real Estate; Course Categories: Real Estate Law, Dispute Resolution, Property Management, Risk Management, Broker Management, Other – Ethics; Clock Hours: 3

Upon a motion by Commissioner Arakaki, seconded by Commissioner Pang, it was voted on and unanimously carried to approve "Being Honest is the Code We Live By" as a 3 credit hour continuing education course, under the course categories Real Estate Law, Dispute Resolution, Property Management, Risk Management, Broker Management, Other – Ethics.

Course – "Time for Timeshares in Hawaii"; Author/Owner: David Catanzaro; Provider: Digital Learning Centers LLC dba REMI School of Real Estate; Course Categories: Contracts, Real Estate Law, Property Management and Development, Risk Management, Broker Management, Other – Timeshare Sales; Clock Hours: 3

Upon a motion by Commissioner Pang, seconded by Commissioner Arakaki, it was voted on and unanimously carried to approve "Time for Timeshares in Hawaii" as a 3 credit hour continuing education course, under the course categories Real Estate Law, Property Management and Development, Risk Management, Broker Management, Other – Timeshare Sales.

Course – "Basic Steps to Analyze Investment Property"; Author/Owner: David Catanzaro; Provider: Digital Learning Centers LLC dba REMI School of Real Estate; Course Categories: Investment, Finance, Risk Management; Clock Hours: 3

Upon a motion by Commissioner Pang, seconded by Commissioner Arakaki, it was voted on and unanimously carried to approve "Basic Steps to Analyze Investment Property" as a 3 credit hour continuing education course, under the course categories Investment, Finance, Risk Management.

Course – "Basics of Investment Property"; Author/Owner: David Catanzaro; Provider: Digital Learning Centers LLC dba REMI School of Real Estate; Course Categories: Investment, Finance, Risk Management; Clock Hours: 4

Upon a motion by Commissioner Pang, seconded by Commissioner Arakaki, it was voted on and unanimously carried to approve "Basics of Investment Property" as a 4 credit hour continuing education course, under the course categories Investment, Finance, Risk Management.

Course – "Violations: Learning from Others"; Author/Owner: David Catanzaro; Provider: Digital Learning Centers LLC dba REMI School of Real Estate; Course Categories: Real Estate Law, Property Management, Broker Management; Clock Hours: 4

Upon a motion by Commissioner Pang, seconded by Commissioner Arakaki, it was voted on and unanimously carried to approve "Violations: Learning from Others" as a 4 credit hour continuing education course, under the course categories Real Estate Law, Property Management, Broker Management.

Administration of
Examinations:

PSI

Licensing Examination Statistics – March 2018

Examination statistics for March 2018 were distributed to the Commissioners for their information.

School Pass/Fail Rates – March 2018

School pass/fail rate statistics for March 2018 were distributed to the Commissioners for their information.

School Summary by Test Category – March 2018

Copies of the March 2018 test category summary reports, by school, were distributed to the Commissioners for their information.

Examination Monitoring Site

Maui Test Site

A copy of the evaluation report on the monitoring of the Maui Test Center was distributed to the Commissioners for their information.

Program of Work:

Annual Report, Quarterly Bulletin, and School Files

Senior Specialist Fujimura reported that the April 2018 School Files is distributed and a copy is available on the Commission's website www.hawaii.gov/hirec.

Ad Hoc Committee on Education (ACE)

Next committee meeting will be held on Thursday, April 19, 2018 to review 1st draft Core B 2017 – 2018.

Instructor's Development Workshop (IDW)

Hawaii Association of REALTORS® proposed an IDW workshop "Creating the Ideal Classroom Environment" with national speaker and trainer, Theresa Barnabei. The tentative workshop classes will be held on May 23, 2018 - Kauai, May 24, 2018 – Maui, May 25, 2018 - Hilo and May 29, 2018 - Oahu.

A copy of the proposed workshop and budget was distributed to the Commissioners for their information.

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

Ms. Shimizu commented the IDW workshop is for seasoned instructors and emphasizes interacting and engaging with the students utilizing various methods.

Upon a motion by Commissioner Pang, seconded by Commissioner Faulkner, it was voted on and unanimously carried to approve "Creating the Ideal Classroom Environment" as an Instructor Development Workshop sponsored by the Commission.

Continuing Education Instructor Course Evaluation Committee (CEICE)

Senior Real Estate Specialist Fujimura asked the Commission if the new online CE course requirements should be effective now for online CE course submissions or January 1, 2019? A new online CE course application will be developed shortly.

Commissioner Arakaki stated some of the online courses may be difficult to review. Some of the videos are timed and will not allow you to fast forward. A hardcopy of the course should still be provided for course review.

Upon a motion by Commissioner Klein, seconded by Commissioner Arakaki, it was voted on and unanimously carried to approve the Online Continuing Education Course requirements to be effective January 1, 2019 for the 2019 – 2020 biennium.

Next Meeting: Wednesday, May 9, 2018
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, Vice Chair Wada adjourned the meeting at 11:05 a.m.

Reviewed and approved by:

/s/Diane Choy Fujimura

Diane Choy Fujimura
Senior Real Estate Specialist

April 16, 2018

Date

[] Minutes approved as is.
[] Minutes approved with changes, see minutes of _____

DCF:da