



CANNON BUILDING  
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**STATE OF DELAWARE**  
**REAL ESTATE COMMISSION**

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<b>PUBLIC MEETING NOTICE:</b>	<b>REAL ESTATE EDUCATION COMMITTEE</b>
<b>MEETING DATE AND TIME:</b>	<b>Thursday, February 2, 2017 at 9:30 a.m.</b>
<b>PLACE:</b>	<b>Division of Professional Regulation</b> 861 Silver Lake Boulevard, Cannon Building <b>Second Floor Conference Room A</b> Dover, Delaware
<b>MINUTES FOR APPROVAL:</b>	March 2, 2017

**MEMBERS PRESENT**

Barbara Brodoway, New Castle County, Public Member, Chairperson  
Michael Rushe, Kent County, Public Member, Vice-Chairperson  
Donna Klimowicz, New Castle County, Professional Member  
Elaine Woerner, New Castle County, Professional Member  
Debbie Oberdorf, Kent County, Professional Member  
Chrissy Steele, Sussex County, Professional Member  
Tom Burns, Kent County, Professional Member

**MEMBERS ABSENT**

Denise Tatman, Sussex County, Public Member  
Virgil Bullis, Sussex County Professional Member

**DIVISION STAFF**

Eileen Kelly, Deputy Attorney General  
Nicole Williams, Administrative Specialist III

**OTHERS PRESENT**

None

**CALL TO ORDER**

Ms. Brodoway called the meeting to order at 9:40 a.m.

**REVIEW OF MINUTES**

Mr. Rushe moved, seconded by Ms. Klimowicz, to approve the minutes from the January 5, 2017 meeting as written. By majority vote, the motion carried. Ms. Brodoway and Ms. Woerner abstained.

**UNFINISHED BUSINESS**

There was no unfinished business for discussion.

## **NEW BUSINESS**

### **UPDATE from the Commission**

Ms. Burns advised that the last Commission meeting went well. There was discussion on acceptance of attending meetings as a member of the Commission or the Education Committee as full continuing education credit. Mr. Manger, the Division's Director, advised that there were concerns about the public and licensee's not being able to obtain CE credit as well and which module meeting attendance would fall under. The Commission determined not to change the current regulation regarding meeting attendance for full CE credit as a Commission or Committee member. However, the Commission did find that their law did not allow for a provision to establish any type of committees except for the exam committee even though the Education Committee has been in existence for some years now. Since there was no provision for this Ms. Kelly drafted language for a draft bill that would allow the Commission to establish other committees to assist them with their work.

### **Review of Course Provider Applications**

Mr. Burns moved, seconded by Mr. Rushe to amend the agenda to add one additional course provider application for Delaware Chapter of the NAHRO. By unanimous vote, the motion carried.

Ms. Woerner moved, seconded by Mr. Rushe, to recommend for approval, denial, or tabling, of the following items as noted below. By unanimous vote, the motion carried. Ms. Brodoway abstained from the vote on approval for course provider applications from Ward & Taylor. Ms. Oberdorf abstained from the vote on approval for course provider applications from Century 21 Gold Key Realty.

#### **Long & Foster Institute of Real Estate**

Course Title: Flood 101-Taking the fear out of flood      **Approved**

Module(s): 7

Credit Hours: 4.0

Course Title: Short Sales - Pre-Foreclosure and Distressed Property      **Approved**

Module(s): 6 or 7

Credit Hours: 3.0

#### **RHIS Training**

Course Title: Environmental Issues      **Approved**

Module(s): 7

Credit Hours: 3.0

Course Title: How to Complete the Listing Sheet      **Approved**

Module(s): 7

Credit Hours: 3.0

Course Title: How to Stop the Home Inspection from Killing the Transaction      **Approved**

Module(s): 7

Credit Hours: 3.0

Course Title: Stucco-The Nitty Gritty      **Approved**

Module(s): 7

Credit Hours: 3.0

Course Title: The Exterior of the Home      **Approved**

Module(s): 7

Credit Hours: 3.0

Course Title: The Interior of the Home      **Approved**  
Module(s): 7  
Credit Hours: 3.0

Course Title: Understanding Specialty Inspections & the Results      **Approved**  
Module(s): 7  
Credit Hours: 3.0

Course Title: Understanding Older Homes & Their Peculiarities      **Approved**  
Module(s): 7  
Credit Hours: 3.0

Course Title: New Construction & Prelist Inspections      **Approved**  
Module(s): 7  
Credit Hours: 3.0

New Castle County Board of REALTORS

Course Title: Short Sale, Pre-Foreclosure and Distressed Property      **Approved**  
Module(s): 6  
Credit Hours: 3.0

Course Title: Module 2-Professional Standards      **Approved**  
Module(s): 2  
Credit Hours: 3.0

Course Title: The Agony, Ecstasy & Ethics of Co-Broking      **Approved**  
Module(s): 2  
Credit Hours: 3.0

McKissock, LLC

Course Title: Real Estate Safety: Protect Yourself and Your Clients      **Denied**  
Module(s): 7  
Credit Hours: 3.0

Course Title: Finding Your Focus: Niche Marketing for Real Estate      **Denied**  
Module(s): 7  
Credit Hours: 3.0

Century 21 Gold Key Realty

Course Title: The Agreement of Sale      **Approved**  
Module(s): 3  
Credit Hours: 3.0

Course Title: Cause & Conflict Resolution      **Approved**  
Module(s): 4  
Credit Hours: 3.0

Course Title: Legislative Update      **Approved**  
Module(s): 5  
Credit Hours: 3.0

Course Title: Practical Tips for Listing Agents      **Approved**  
Module(s): 6  
Credit Hours: 3.0

International Right of Way Association

Course Title: Problem in the Valuation of Partial Acquisitions C431      **Approved**

Module(s): 6 or 7

Credit Hours: 3.0 each

Course Title: The Valuation of Partial Acquisitions C421      **Approved**

Module(s): 6 or 7

Credit Hours: 3.0 each

Ward & Taylor, LLC

Course Title: Legislative Landmines      **Approved**

Module(s): 5 or 6

Credit Hours: 3.0

Course Title: 2017 Hot Topics in Real Estate      **Approved**

Module(s): 5

Credit Hours: 3.0

Course Title: Ethics      **Approved**

Module(s): 2

Credit Hours: 3.0

Course Title: First Time Home Buyers - Guiding a Buyer into a First Home      **Approved**

Module(s): 3

Credit Hours: 3.0

Course Title: Understanding the Agreement of Sale      **Approved**

Module(s): 3

Credit Hours: 3.0

Course Title: Risk Management      **Approved**

Module(s): 4

Credit Hours: 3.0

Course Title: Current Issues in Agency Law      **Approved**

Module(s): 5

Credit Hours: 3.0

Course Title: Legislative Landmines      **Approved**

Module(s): 5

Credit Hours: 3.0

Course Title: Practical Tips for Listing Agents      **Approved**

Module(s): 6

Credit Hours: 3.0

Course Title: Don't Let Your Sale Fall Apart (and what to do if it does)      **Approved**

Module(s): 6

Credit Hours: 3.0

Course Title: Quirks in Real Estate      **Approved**

Module(s): 6

Credit Hours: 3.0

Course Title: Differences Between DE and PA Transactions      **Approved**  
Module(s): 7  
Credit Hours: 3.0

WREG

Course Title: Agency & Fair Housing      **Denied**  
Module(s): 1  
Credit Hours: 3.0

Course Title: The Gold Standard-Professional Standards for RE Professionals      **Approved**  
Module(s): 2  
Credit Hours: 3.0

Course Title: Write it Right      **Approved**  
Module(s): 3  
Credit Hours: 3.0

Course Title: Overview of Office Management      **Approved**  
Module(s): 4  
Credit Hours: 3.0

Course Title: National Issues-CFPB & FEMA Changes      **Approved**  
Module(s): 5  
Credit Hours: 3.0

Course Title: Chesapeake Watershed & FEMA Changes      **Approved**  
Module(s): 5  
Credit Hours: 3.0

Course Title: Environmental Concerns      **Approved**  
Module(s): 6  
Credit Hours: 3.0

Course Title: Rentals-What Every Agent Should Know Commercial, Seasonal,  
Year Round      **Approved**  
Module(s): 6  
Credit Hours: 3.0

Course Title: Running RE as a Business      **Approved**  
Module(s): 7  
Credit Hours: 3.0

Course Title: Understanding Generational Selling      **Approved**  
Module(s): 7  
Credit Hours: 3.0

Kent County School of Real Estate  
Real Estate Pre-Licensing Course      **Tabled**  
Module(s): Pre-Licensing  
Credit Hours: 99.0

Real Estate Institute of Delaware

Course Title: Associate Broker and Broker Licensing Course **Approved**

Module(s): Broker's Licensing Course

Credit Hours: 99.0

Delaware Chapter of the NAHRO

Course Title: Understanding the Fair Housing Act **Approved**

Module(s): 7

Credit Hours: 3.0

**Review of Instructor Applications**

Ms. Woerner moved, seconded by Mr. Rushe, to recommend approval, denial, or tabling, of the following items as noted below. By unanimous vote, the motion carried.

Danielle Benson **Approved**

Newly Licensed Salesperson Module(s): Modules 1-4

Continuing Education: Modules 1-6, Module 7-Real Estate Safety, Real Estate Documents, Business Planning, Minimizing Risks, Professionalism, Buyer Agency, Real Estate Technology, Advertising in the Social Media Age

Pre-Licensing Course(s): Orientation, Real Estate Sales

Broker's Course(s): Brokerage (Sales Management), Real Estate Documents, Valuing Real Property, Ethics

Richard Horton, III **Approved**

Continuing Education: Module 7-Flood 101 Taking the Fear out of Flood

Richard Pino **Approved**

Continuing Education: Module 7

Edward Adams **Approved**

Continuing Education: New Licensee Core Modules 1-4, Modules 1-7

Pre-Licensing Course(s): Orientation, Real Estate Sales, Real Estate Mathematics

Broker's Course(s): Brokerage (Sales Management), Real Estate Documents, Valuing Real Property, Financing, Ethics, Real Estate Investment, Mathematics

Michael Morton **Approved**

Continuing Education: New Licensee Core Module 4, Modules 1-3, 5, 6, 7: Collection of Fees Using Court System

Pre-Licensing Course(s): Real Estate Law

Broker's Course(s): Ethics, Legal and Governmental Aspects of Real Estate

**Review of Student Request for CE Approval**

Ms. Woerner moved, seconded by Ms. Klimowicz, to recommend approval, denial, or tabling, of the following items as noted below. By unanimous vote, the motion carried.

Kevin McGowen

Course Title: 2016 SIOR Fall World Conference      **Approved**

Module(s): 7

Credit Hours: 6.0

**CORRESPONDENCE**

Mr. Burns stated that he received a thank you note from Juli Giles thanking the Committee for consideration of her resume to be appointed to the Committee.

**OTHER BUSINESS BEFORE THE COMMITTEE** (for discussion only)

The Committee discussed the NAR ethics and the amendment of the certificate for Module 2. The Committee requested that Ms. Williams add both topics to the agenda next month for discussion.

**PUBLIC COMMENT**

There was no public comment

**NEXT SCHEDULED MEETING**

The next meeting will be held on Thursday March 2, 2017 at 9:30 a.m. in Conference Room A, second floor of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

**ADJOURNMENT**

There being no further business, Mr. Burns moved, seconded by Ms. Brodoway, to adjourn the meeting. By unanimous vote, the motion carried. The meeting adjourned at 11:40 a.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Nicole M. Williams" with a long horizontal flourish extending to the right.

Nicole M. Williams  
Administrative Specialist III

*The notes of this meeting are not intended to be a verbatim record of the topics that were presented or discussed. They are for the use of the Board members and the public in supplementing their personal notes and recall for presentations.*