



CANNON BUILDING
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STATE OF DELAWARE
REAL ESATE COMMISSION
REAL ESTATE EDUCATION COMMITTEE

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PUBLIC MEETING NOTICE:	REAL ESTATE EDUCATION COMMITTEE
MEETING DATE AND TIME:	Thursday, February 1, 2018 at 9:30 a.m.
PLACE:	Division of Professional Regulation 861 Silver Lake Boulevard, Cannon Building Second Floor Conference Room A Dover, Delaware
MINUTES FOR APPROVAL:	March 1, 2018

MEMBERS PRESENT

Barbara Brodoway, New Castle County, Public Member, Chairperson
Michael Rushe, Kent County, Public Member, Vice-Chairperson
Chrissy Steele, Sussex County, Professional Member
Tom Burns, Kent County, Professional Member
Judy Dean, Sussex County, Professional Member
Denise Tatman, Sussex County, Public Member
Debbie Oberdorf, Kent County, Professional Member

MEMBERS ABSENT

Juli Giles, New Castle County, Professional Member
Sal Sedita, Sussex County, Professional Member

DIVISION STAFF

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

OTHERS PRESENT

No others were present.

CALL TO ORDER

Ms. Brodoway called the meeting to order at 9:30 a.m.

REVIEW OF MINUTES

The Committee reviewed the minutes from the December 7, 2017 meeting. Mr. Rushe moved, seconded by Mr. Burns, to approve the December minutes as written. Ms. Dean abstained. By unanimous vote, the motion carried.

UNFINISHED BUSINESS

Continued discussion of Commission Rule 13.1.2 New Salesperson Licensees, re: when to be completed

Ms. Brodoway refreshed the Committee in the previous discussion regarding the timeframe for when new licensees are currently required to complete the 12 hours of new licensee salesperson modules 1-4.

Currently the Commission's regulations state the new licensee modules must be completed within a year after licensure. This regulation has caused confusion amongst new licensees as to when a license is issued during the license renewal period and if the licensee is audited but required to complete these specific CEs outside of the license renewal period. Ms. Steele suggested changing the language in the regulation to shorten the amount of time the new licensee modules must be completed for all new licensees. She suggested changing the timeframe to 60 or 90 days after licensure instead of a year after licensure. The Committee further discussed possible language solutions to better clarify this CE regulation requirement for all new licensees.

After further discussion, the Committee came to a conclusion on proposed language for the CE requirement for new licensees. Ms. Steele moved, seconded by Ms. Dean, to present to the Commission draft proposed language stating that the new salesperson licensee modules 1-4 must be completed within 90 days of licensure but is to be excluded from the CE requirement for license renewal. New salesperson licensees will need to complete the required amount of CE for license renewal based on the current proration in the regulations and those CE hours will be in addition to the required 12 hours of the new salesperson licensee modules 1-7. By unanimous vote, the motion carried.

NEW BUSINESS

Update from Commission

Ms. Brodoway stated that there was no Committee meeting in January therefore she is unable to provide an update from the Commission this month.

Evaluation of forms by DotLoop

Ms. Brodoway stated that SCOAR inquired about streamlining process in sending the evaluation forms to DREC each month. SCOAR would like to use a program called DocuSign to complete the forms electronically. The Committee discussed and determined that the use of DocuSign at this time would not be allowable as the evaluation form is a standardized form. Ms. Williams advised that once the new license system is put into place the Committee may be able to revisit this matter at a later time.

Review of Course Provider Application(s)

Ms. Tatman moved, seconded by Mr. Burns, to recommend approval, contingent approval, denial, or tabling of the following course provider applications as noted below. By unanimous vote, the motion carried.

McKissock, LLC

Lead Alert: A Guide for Property Managers **Denied: Per Education Guideline 4.2.7 continuing education courses shall be, at minimum, at the intermediate level.**

Module(s): 7

Credit Hours: 3

New Salesperson Module 1 – Professional Standards in Real Estate **Tabled: Incorrect module 1 outline submitted with application**

Module(s): New Licensee Module 1

Credit Hours: 3

New Salesperson Module 2 – Agreement of Sale/Buyer **Tabled: Incorrect module 2 outline submitted with application.**

Module(s): New Licensee Module 2

Credit Hours: 3

New Salesperson Module 3 – Real Estate Documents/Seller Representation **Tabled: Incorrect module 3 outline submitted with application**

Module(s): New Licensee Module 3

Credit Hours: 3

New Licensee Module 4 – Real Estate Professionalism
submitted with application.

Module(s): New Licensee Module 4

Credit Hours: 3

Tabled: Incorrect module 4 outline

Kent County Association of REALTORS®

Reverse Mortgages for Purchase **Approved**

Module(s): 7

Credit Hours: 3

Professionalism in Real Estate **Approved**

Module(s): 2

Credit Hours: 3

Professional Standards **Approved**

Module(s): 2

Credit Hours: 3

You Too Can Serve **Approved**

Module(s): 7

Credit Hours: 3

Capturing the Military Market **Approved**

Module(s): 6 or 7

Credit Hours: 3

Intro to Commercial Brokerage **Approved**

Module(s): 6

Credit Hours: 3

Selling HUD Homes: Making it Easy!

Module(s): 6 or 7

Credit Hours: 3

Technology for Listing Agents **Approved**

Module(s): 7

Credit Hours: 3

Basics of Delaware Residential Landlord Tenant Code **Approved**

Module(s): 6 or 7 ONLY

Credit Hours: 3

The CE Shop, Inc.

Delaware Legislative Issues **Approved**

Module(s): 5

Credit Hours: 3

Delaware Office Management **Approved**

Module(s): 4

Credit Hours: 3

At Home with Diversity **Approved**

Module(s): 2

Credit Hours: 6

Real Estate Marketing Reboot: Innovate>Relate>Differentiate **Approved**
Module(s): 7
Credit Hours: 6

Seniors Real Estate Specialist (SRES) Designation **Approved**
Module(s): 6 and 7
Credit Hours: 6 ONLY

e-Pro Day 1 **Approved**
Module(s): 7
Credit Hours: 3

e-Pro Day 2 **Approved**
Module(s): 7
Credit Hours: 3

Generating Buyer and Seller Leads **Approved**
Module(s): 7
Credit Hours: 3

Preparing a Market Analysis **Denied: Per Education Guideline 4.2.7 continuing education courses shall be, at minimum, at the intermediate level.**
Module(s): 7
Credit Hours: 3

Ward & Taylor, LLC
Flips, The Future & Fighting Back **Approved**
Module(s): 6
Credit Hours: 3

On Course Learning Corp. dba OnCourse Learning Real Estate
Prequalifying Your Buyer in Today's Market **Approved**
Module(s): 7
Credit Hours: 3

Ethics in Real Estate **Denied: Per Education Guideline 4.2.7 continuing education courses shall be, at minimum, at the intermediate level.**
Module(s): 2
Credit Hours: 3

Tax Free Exchanges **Approved**
Module(s): 7
Credit Hours: 3

Green Home Features **Approved**
Module(s): 7
Credit Hours: 3

Keller Williams Real Estate
Short Sale, PreForeclosures and Distressed Property **Approved**
Module(s): 7
Credit Hours: 3

Jack Lingo, Inc., REALTOR

Short Sale, PreForeclosures and Distressed Property **Approved**
Module(s): 6
Credit Hours: 3

New Disclosure Forms: What You Need To Know **Approved**
Module(s): 3 or 5
Credit Hours: 3

At Your Pace Online

Agency & Fair Housing **Approved**
Module(s): 1
Credit Hours: 3

Professional Standards **Approved**
Module(s): 2
Credit Hours: 3

Real Estate Documents **Approved**
Module(s): 3
Credit Hours: 3

Office Management **Approved**
Module(s): 6
Credit Hours: 3

Legislative Issues **Approved**
Module(s): 5
Credit Hours: 3

Practices of Real Estate **Approved**
Module(s): 6
Credit Hours: 3

NAR Ethics **Approved**
Module(s): 2 or 7
Credit Hours: 3

ELM Properties

Practical Property Management **Approved**
Module(s): 6 or 7
Credit Hours: 3

Review of Instructor Applications

Ms. Tatman moved, seconded by Mr. Burns, to recommend approval, contingent approval, denial, or tabling, of the following instructor applications as noted below. By unanimous vote, the motion carried.

Erik Hoferer

**Denied: Not enough experience per Education Guideline 10.2 which states:
“the person applying for instructor approval must have a minimum of five years full time experience in a real estate topic in their area of expertise....”**

New Licensee Module(s): 1 - 4

Continuing Education Module(s): 1 – 7 (Negotiating; Ultimate Real Estate Professionalism)

Pre-Licensing Courses(s): Orientation; Real Estate Sales; Real Estate Mathematics

Philip McGinnis, Jr. **Approved**

Continuing Education Module(s): 3, 4, 5, 6, 7 (Any topic in Modules 3-6 that qualify as Module 7)

Pre-Licensing Course(s): Real Estate Sales

Broker's Course(s): Brokerage; Valuing Real Property; Real Estate Investment

Colin McGowan **Approved**

New Licensee Module(s): 1 - 4

Continuing Education Module(s): 1 - 7 (Foreclosures, Short Sales Done the Right Way, RE Hot Buttons & Issues, Agency: the Law)

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

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

Gail Alm **Approved**

Continuing Education Module(s): 7 (HECM for Purchase-Reverse Mortgages)

Sandy Fader **Approved**

Continuing Education Module(s): 1, 2

Sheri Wytcherley **Approved**

Continuing Education Module(s): Modules 1, 2, 3, 4, 5, 6 & 7- NAR Code of Ethics

Richard Gallegos **Approved**

Continuing Education Module(s): 2, 6, 7 (Any topic that qualifies as Module 7)

Edith Elzie **Approved**

Continuing Education Module(s): 7 (Any topic that qualifies as Module 7)

Paul Duhamel **Approved**

Continuing Education Module(s): 7 (Stucco, Radon, Water, Construction, Environmental)

Review of Student Request(s) for Approval

Ms. Tatman moved, seconded by Mr. Burns, to recommend approval, contingent approval, denial, or tabling, of the following student continuing education applications as noted below. By unanimous vote, the motion carried.

Kevin McGowan, Broker

2017 SIOR Fall World Conference **Approved**

Module(s): 7

Credit Hours: 3

CORRESPONDENCE

There was no correspondence for the Committee to review or discuss.

OTHER BUSINESS BEFORE THE COMMITTEE (for discussion only)

There was no other business before the Committee.

PUBLIC COMMENT

There was no public comment.

NEXT SCHEDULED MEETING

The next meeting will be held on Thursday March 1, 2018 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, Ms. Dean moved, seconded by Ms. Oberdorf, to adjourn the meeting. By unanimous vote, the motion carried. The meeting adjourned at 11:25 a.m.

Respectfully submitted,



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.