



# Oregon

Kate Brown, Governor

AGENDA ITEM NO.

I.D.

Real Estate Agency  
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## OREGON REAL ESTATE BOARD

Regular Meeting Agenda  
Salishan Spa and Golf Resort  
7760 US – 101  
Gleneden Beach, OR 97388

Monday, June 5, 2017

*NOTE: The board plans to meet from 10 a.m. until 1:30 p.m., including a "working lunch" period.*

### I. BOARD BUSINESS – Chair Edwards

- A. Call to Order. Chair Edwards called the meeting to order at 10am.
- B. Chair Edwards comments/Roll Call. Chair Edwards asked the board liaison to take roll call, board members to introduce themselves, and explained the role/function of the board.
- C. Approval of the Agenda and Order of Business. Agenda and Order of Business approved with one revision.

**MOTION TO APPROVE AGENDA AND ORDER OF BUSINESS WITH AMENDMENT TO MOVE AGENDA ITEM VI. B., DISCUSSION RE: QUALIFICATIONS AND STRUCTURE OF PROPERTY MANAGEMENT LICENSES, TO THE 8.7.17 BOARD MEETING AGENDA BY CONI RATHBONE  
SECOND BY DAVE HAMILTON  
MOTION CARRIED BY UNANIMOUS VOTE**

- D. Approval of 4.3.17, regular meeting minutes

**MOTION TO APPROVE 4.3.17 REGULAR MEETING MINUTES AS SUBMITTED BY CONI RATHBONE  
SECOND BY DAVE HAMILTON  
MOTION CARRIED BY UNANIMOUS VOTE**

- E. Date of the Next Meeting: 8.7.17, at the Shiloh Inn, 2500 Almond St., Klamath Falls, Oregon 97601 to begin at 10am

### II. PUBLIC COMMENT – Chair Edwards

- This time is set aside for persons wishing to address the Board on matters not on the agenda. Speakers will be limited to five minutes.
- The Board Chair reserves the right to further limit or exclude repetitious or irrelevant presentations. If written material is included, 12 copies of all information to be distributed to board members should be given to the Board Liaison prior to the meeting.
- Action will not be taken at this meeting on citizen comments. The Board, however, after hearing from interested citizens, may place items on a future agenda so proper notice may be given to all interested parties.
- If no one wishes to comment, the next scheduled agenda item will be considered.

### III. REQUESTS FOR WAIVERS – Chair Edwards. None.

### IV. PETITION TO QUALIFY AS A CONTINUING EDUCATION PROVIDER– Chair Edwards - Approval of petition log.

- A. Mason McDuffie Mortgage Corp., Jesse Rivera appeared by phone and explained that he used his experience as a former real estate agent and high school teacher as a way to build good relationships. Mr. Rivera also explained that he would be teaching the following topics during his classes: Real estate

finance, contracts, advertising, how to manage brokers, and business ethics, which are acceptable course topics.

**MOTION TO APPROVE MASON MCDUFFIE MORTGAGE CORP. PETITION TO QUALIFY AS A CONTINUING EDUCATION PROVIDER BY DAVE KOCH  
SECOND BY JEF FARLEY  
MOTION CARRIED BY UNANIMOUS VOTE**

**V. BOARD ADVICE/ACTION – Commissioner Bentley. None.**

**VI. NEW BUSINESS – Chair Edwards**

- A. Discussion re: Request for Waiver decision process. Deputy Commissioner Owens stated that historically the board scrutinizes the request for waivers as well as do their due diligence when considering these requests. Joann Hansen suggested that the request for waiver form include a section for applicants to indicate their educational background and transaction activity experience.

**MOTION TO APPROVE MODIFYING THE REQUEST FOR WAIVER APPLICATION FORM TO INCLUDE APPLICANT'S EDUCATIONAL BACKGROUND AND TRANSACTION ACTIVITY EXPERIENCE BY JOANN HANSEN  
SECOND BY DAVE HAMILTON  
MOTION CARRIED BY UNANIMOUS VOTE**

**VII. COMMUNICATIONS – Administrative Actions Summary – Chair Edwards.**


**VIII. REPORTS – Chair Edwards**

- A. Commissioner Gene Bentley
- License counts/statistics. Commissioner Bentley summarized the most current license counts/statistics.
  - Legislative Update
    - SB 67 which is the Agency's driving legislation, has moved to the Governor's Office for approval/signature and the Agency Rule Review Work Group will be meeting on 8.3.17 to review draft rule/changes.
    - SB 68 which deals with the Agency's fee increases, will go into effect January 1, 2018
    - HB 5037 which is the Agency budget bill, will go into effect July 1, 2017.
- B. Agency division reports-Deputy Commissioner Dean Owens
1. Regulation Division – Selina Barnes. Ms. Barnes announced that she would be presenting the Tips for Staying Out of Trouble with the Agency class @ 1:30pm to follow the board meeting. She also explained that her staff participated in an offsite meeting to review the draft rules regarding SB67. Staff also reviewed the mail in CTA process at this meeting and some changes are being considered, more to come.
  2. Land Development Division – Dean Owens. Deputy Commissioner Owens summarized the statistics provided in the division handout and noted that there has been an increase in filing activity.
  3. Education, Business and Technical Services Division – Dean Owens. Deputy Commissioner Owens summarized the statistics provided in the division handout and asked Maddy Alvarado to address the board. Ms. Alvarado summarized additional statistics provided in the division handout regarding phone stats, escrow renewals, and pre-licensing. She also reported that renewals will be done online this year and providers will be able to submit changes/courses online as well. Ms. Alvarado stated that CE audits are in progress and all were in compliance with Agency expectations.

**IX. ANNOUNCEMENTS – Chair Edwards.** Next board meeting: 8.7.17 at the Shiloh Inn, 2500 Almond St. Klamath Falls, Oregon 97601 to begin at 10am

**X. ADJOURNMENT – Chair Edwards.** Chair Edwards adjourned the meeting at 12:10pm.

Respectfully submitted,

  
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GENE BENTLEY, COMMISSIONER

Respectfully submitted,

  
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MARCIA EDWARDS, BOARD CHAIR