



Oregon

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AGENDA ITEM NO.

1.D.

OREGON REAL ESTATE BOARD

Regular Meeting Minutes

Holiday Inn Express

477 NW Phoenix Drive

Troutdale, OR 97060

Monday, December 4, 2017

BOARD MEMBERS PRESENT:

Marcia Edwards, Chair

Dave Hamilton

Pat Ihnat

Dave Koch

Alex MacLean

Coni Rathbone

BOARD MEMBERS EXCUSED:

Jef Farley, Vice-Chair

Joann Hansen

Lawnae Hunter

OREA STAFF PRESENT:

Gene Bentley, Commissioner

Dean Owens, Deputy Commissioner

Selina Barnes, Regulations Division Manager

Anna Higley, Administrative Services Division Manager

Maddy Alvarado, Customer Service Manager

Mesheal Heyman, Communications Coordinator

Leandra Hagedorn, Board Liaison

GUESTS PRESENT:

Cammie Allie, Fortress Property Management

Laura Bilyeu, Bilyeu & Co. Real Estate

Matilda Bowne, Merit Properties

Bill Eubanks, Coldwell Banker Bain

Kristine Jacobsen, Elite Realty Group

Jampa Lathsang, Jampa N Lathsang

Tamm y Mills, Fortress Property Management

Christine Monty, RE/MAX Equity Group

Lane Mueller, Wise Move Real Estate

Carol Narro, Open Door Real Estate, LLC

Jerry Regan, John L. Scott Seaside

David Richenstein, Dar Properties

Stacey Rungay, Wilsonville Realty

Mary Tabor, Tabor Realty Group, LLC

John Villani, Premiere Property Group, LLC

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.

**MOTION TO APPROVE THE AGENDA AND ORDER OF BUSINESS AS SUBMITTED BY PAT IHNAT
SECOND BY DAVE HAMILTON**

MOTION CARRIED BY UNANIMOUS VOTE

- D. Approval of 10.2.17, regular meeting minutes.

**MOTION TO APPROVE 10.2.17 REGULAR MEETING MINUTES AS SUBMITTED BY DAVE HAMILTON
SECOND BY DAVE KOCH**

MOTION CARRIED BY UNANIMOUS VOTE

- E. Date of the Next Meeting: 2.5.18, to begin at 10am and location to be determined.

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.

- A. Stacey Krys-Harrison appeared before the board and explained that she has over 20 years of experience working in the real estate industry in various capacities which has included supervision/managing staff. She also explained that she gained expertise in the understanding of real estate laws and rules as the Education Manager at OREA. Ms. Krys-Harrison stated that her waiver request is based on the necessity of holding a principal broker's license in order to instruct all 3 courses. Alex MacLean asked Ms. Krys-Harrison to clarify what kind of activity is involved in her realty referral company and she responded that she only handles referrals and does not engage in real estate activity. Discussion: Coni Rathbone stated that the board has emphasized to other applicants that experience with the CTA process is important and Ms. Krys-Harrison responded that she does have a good understanding of the CTA process as an escrow officer she maintained accounts and has assisted others in understanding the process. Mr. MacLean responded that Ms. Krys-Harrison has more experience than past applicants and Mr. Koch also stated that although many past applicants have transaction experience, they have not had the administrative experience as Ms. Krys-Harrison does.

**MOTION TO APPROVE STACEY KRYS-HARRISON'S WAIVER REQUEST BY DAVE KOCH
SECOND BY PAT IHNAT**

**MOTION CARRIED BY FIVE AYES (MARCIA EDWARDS, ALEX MACLEAN, DAVE KOCH, DAVE
HAMILTON, PAT IHNAT) AND 1 ABSTENTION (CONI RATHBONE) VOTE**

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

- A. Jesse Rivera appeared in person and explained that he has extensive experience as an instructor and the courses he currently offers include the following course topics: Contracts, compliance with social media, real estate finance, real estate valuation, & negotiation, which are considered acceptable course topics.

Ms. Rathbone asked Mr. Rivera what other topics he would be offering and he responded that he planned on giving instruction on advertising.

**MOTION TO APPROVE PETITION TO QUALIFY AS A CONTINUING EDUCATION PROVIDER
SUBMITTED BY JESSIE RIVERA BY CONI RATHBONE
SECOND BY DAVE HAMILTON
MOTION CARRIED BY UNANIMOUS VOTE**

- B. Carl Salvo appeared by phone. Mr. Salvo explained that he had been in the industry since 1997 and has been asked by several industry members to teach classes. Chair Edwards asked Mr. Salvo if he was familiar with the record keeping requirements as a certified continuing education provider and he responded that he was familiar with the record keeping requirements. He also explained the courses he offered cover the following course topics: how rates are determined, loan estimation, & appraisals, which are acceptable course topics.

**MOTION TO APPROVE PETITION TO QUALIFY AS A CONTINUING EDUCATION PROVIDER
SUBMITTED BY CARL SALVO BY DAVE KOCH
SECOND BY DAVE HAMILTON
MOTION CARRIED BY UNANIMOUS VOTE**

V. BOARD ADVICE/ACTION – Commissioner Bentley.

- A. Proposed 2108 Board Meeting Calendar:
- February 5 – Salem
 - April 2 – Portland – Portland Metro Assoc.
 - June 4 – Bend – Central Oregon Assoc.
 - August 6 – Pendleton – Umatilla County Board
 - October 1 – Brookings – Curry County Board
 - December 3 – Hood River – Mid-Columbia Board

**MOTION TO APPROVE PROPOSED 2018 OREA BOARD MEETING CALENDAR AS SUBMITTED BY
ALEX MACLEAN
SECOND BY DAVE KOCH
MOTION CARRIED BY UNANIMOUS VOTE**

- VI. NEW BUSINESS – Chair Edwards.** Chair Edwards asked the qualifications to become a principal broker should be a future agenda item. The general consensus was that agenda item regarding this issue was not necessary at this time.

VII. COMMUNICATIONS – Administrative Actions Summary – Chair Edwards.

VIII. REPORTS – Chair Edwards

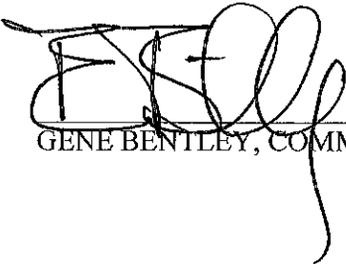
- A. Discussion re: Qualifications and structure of property management licenses-Dave Hamilton. Mr. Hamilton referred to Exhibit A (Property Management Data) that was introduced by Lawnae Hunter at the 10.2.17 board meeting and Chair Edwards stated this discussion should be placed on the 2.5.18 agenda for further discussion.
- B. Commissioner Gene Bentley
- Summary of license counts/statistics
 - Drones used for real estate marketing. FAA liability for unauthorized use of drones can be costly
 - Advanced Practices course for principal brokers. Industry members have been discussing raising the bar for the professionalism within the industry and the possibility of making AP course a requirement
 - CTA audit process. The agency has been discussing making changes to the process
- C. Agency division reports-Deputy Commissioner Dean Owens
1. Regulation Division – Selina Barnes. Ms. Barnes announced that Liz Hayes has filled the vacant Administrative Specialist position and the division would be participating in an offsite

- training next week regarding laws and rules. She also explained that changes are being made to language relating to CTA audit process to reflect this process as a review rather than an audit. Ms. Barnes announced that she would be presenting the Tips for Staying Out of Trouble class following the board meeting.
2. Land Development Division – Deputy Commissioner Owens. Mr. Owens explained that he would be delivering the Land Development division report in the absence of Michael Hanifin, Land Development Manager. Mr. Owens summarized the statistics provided in the written division report and also explained that rulemaking was still in progress.
 3. Education, Business and Technical Services Division – Anna Higley and Maddy Alvarado. Ms. Higley and Ms. Alvarado summarized the statistics provided in written division reports. Ms. Higley explained the division is focused on process changes resulting from SB67 & SB68. Ms. Alvarado explained that class will be developed to provide information regarding RBN renewal process and she also announced that Nenah Darville has filled the vacant receptionist position and Jennifer Wetherbee would be joining the Agency soon.

IX. ANNOUNCEMENTS – Chair Edwards. Next board meeting: 2.5.18 to begin at 10am and location to be determined.

X. ADJOURNMENT – Chair Edwards.

Respectfully submitted,



GENE BENTLEY, COMMISSIONER

Respectfully submitted,



JEFF FARLEY, BOARD CHAIR