



Oregon

Kate Brown, Governor

Agenda Item No.
I.D.

Real Estate Agency

530 Center St. NE, Suite 100

Salem, Oregon 97301-2505

Phone: (503) 378-4170

Regulations Fax: (503) 373-7153

Admin. Fax: (503) 378-2491

www.oregon.gov/rea

OREGON REAL ESTATE BOARD

Regular Meeting Minutes - Teleconference

Oregon Real Estate Agency
Salem, OR 97301

Monday, April 6, 2020

BOARD MEMBERS PRESENT:

Marie Due
Debra Gisriel
Susan Glen
Jose Gonzalez
Dave Hamilton
Lawnae Hunter, Chair
Kim Hedding
Pat Ihnat
Alex MacLean, Vice Chair

OREA STAFF PRESENT:

Steve Strobe, Commissioner
Anna Higley, Deputy Commissioner
Mesheal Heyman, Communications Coordinator
Michael Hanifin, Land Development Manager
Maddy Alvarado, Customer Service Manager
Leandra Hagedorn, Board liaison

GUESTS PRESENT:

Barbara Geyer

I. BOARD BUSINESS – Chair Hunter

- A. Call to Order. Chair Hunter called the meeting to order at 10am.
- B. Chair Hunter comments/Roll Call. Chair Hunter asked the board liaison to take roll call, board members/REA staff to introduce themselves, and explained the role/function of the board.
- C. Approval of the Agenda and Order of Business.
- D. Approval of 02.03.20 regular meeting minutes.
- E. Date of the Next Meeting: 6.1.20, in McMinnville, OR, to begin at 10am and venue to be determined.

II. PUBLIC COMMENT – Chair Hunter. None.

- 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. REQUEST FOR WAIVERS – Chair Hunter. None.

IV. PETITION TO QUALIFY AS A CONTINUING EDUCATION PROVIDER - Chair Hunter. Non

V. NEW BUSINESS - Commissioner Strobe. 2020 Governor's State Employees Food Drive. Commissioner Strobe provided the results of the Agency's donation efforts.

VI. REPORTS – Chair Hunter.

- A. Commissioner Strobe-
 1. Advertising rule survey and workgroup - Any board members interested in participating in the workgroup should email Commissioner Strobe.
 2. COVID-19 actions - Agency is working remotely
 3. Investigations – Regulations Manager position will remain vacant until a more appropriate hiring environment and Agency continues working on investigations and processes.
 4. OREN-J articles – Marie Due and Susan Glen both volunteered to submit articles for the OREN-J newsletter.
- B. Agency division report – Deputy Commissioner Higley
 1. Regulations and Administration, Deputy Commissioner Higley. Ms. Higley reiterated that the Regulations Manager position will remain vacant until COVID-19 has stabilized, reported that administrative reviews were reduced by 45%, summarized the information and statistics provided in the written division report. She also explained that Meghan Lewis has joined Rob Pierce and Deanna Hewitt as lead worker. Ms. Higley reported the following staff information:
 - Meghan Lewis was assigned lead working duties

Oregon Real Estate Agency Board Meeting

April 06, 2020

Page 2

- Jen Whetherbee will be assisting with file reviews
 - John Moore's (new investigator) start date has been delayed due until technical onboarding options are explored
- Ms. Higley summarized the information and statistics provided in the written Administration report, including a budget update.
2. Land Development, Mr. Hanfin reviewed statistics/information provided in the written division report
 3. Licensing and Education, Maddy Alvarado – Ms. Alvarado reviewed statistics/information provided in the written division report and reported the following staff information:
 - Jen Whetherbee is temporarily assisting in regulations
 - Nenah Darville assisting in Land Development Division
 - Danette Rozell retired as of March 31 and has agreed to assist temporarily with developing CTA training tools

VII. ANNOUNCEMENTS – Chair Hunter. Next board meeting: 6.1.20 in McMinnville, OR, to begin at 10am and location to be determined.

VIII. ADJOURNMENT – Chair Hunter

Respectfully submitted,


STEVE STRODE, COMMISSIONER

Respectfully submitted,


LAWNÆ HUNTER, BOARD CHAIR