

IDAHO REAL ESTATE EDUCATION COUNCIL MEETING
July 11, 2022 – 9:00 a.m. (MT)

Division of Occupational and Professional Licenses
Thunderbolt Room, 11341 W. Chinden Blvd., Building 4, Boise, ID 83714

MINUTES OF THE JULY 11, 2022 MEETING

**NOTE: The following report is not intended to be a verbatim transcript of the discussions at the meeting,
but to record the significant features of those discussions.**

Chairman Patrick Malone called the meeting to order at 9:06 a.m. (MT)

Council Members:

Patrick Malone, Chairman
MiChell Bird, Executive Officer
Heidi Casdorff, Vice Chairman
Carolyn Sinnard
Jill Stone, Commission Representative
Jason Ayers

Staff:

Melissa Ferguson, Edu. & Cur. Program Supervisor
Alice Young, Training Specialist
Bob McLaughlin, Public Information Officer
Renee Bryant, Board Support Supervisor
Carlotta Zito, Board Support Specialist

New Building Information

Executive Officer MiChell Bird welcomed the Council Members to the new offices in Building 4 of the State of Idaho Chinden Campus. An open house tour is planned once construction on the building is finished.

Approval of the March 7, 2022 Council Meeting Minutes

MOTION: Council Member Heidi Casdorff made a motion to approve the March 7, 2022 Real Estate Education Council Meeting Minutes as presented. Motion carried.

Council Business

Real Estate Education Council Reorganization

Heidi Casdorff was elected Chairman and Carolyn Sinnard was elected Vice Chairman for 2022 – 2023. Jason Ayers was presented with a plaque in appreciation of his service on the Council.

Reports

REEA Meeting Report

Alice Young and Melissa Ferguson reported on the 2022 Real Estate Education Association (REEA) in San Antonio, Texas. MiChell Bird, also attended the conference representing ARELLO®.

CP Fine Money Proposal

Melissa Ferguson presented two CP Fine Money Proposals for the Education Council's consideration. Discussion ensued regarding a request from Amanda Pannell of Idaho REALTORS® for financial assistance with expenses of courses they will be offering at their annual convention. A request from Christina Foulkrod of Idaho Real Estate Institute for financial assistance with courses providing continuing education to real estate licensees in remote or isolated areas of the state was presented for consideration and discussion. Commissioner Stone proposed

the amount considered for the Idaho REALTOR® proposal be a flat \$10,000 with no travel. Chairwoman Casdorff asked about the possibility of having a set date annually to accept proposals for financial assistance with course expenses. It was determined that a specific scope of work with specialty topic areas like farm and ranch or land development would be a good option. The Education Council directed Melissa Ferguson to present the CP Fine Money Budget to the Commissioners with a line item of \$10,000 for the Idaho REALTORS® for sponsorship of the education at their annual conference and a line item with an equivalent amount in the budget to be used for some kind of educational courses to be determined at a later date based on the findings of the further research requested.

Melissa Ferguson asked about the expense to provide the pre-license schools with bubble sheets to be used on the end of course exams. The Commission is currently spending approximately \$100 per month on this, and Melissa Ferguson asked if the Education Council would like to consider different options such as discontinuing submission of these sheets to the Commission for tracking. She advised the Council that the primary reason for bubble sheets is to track data on exam questions for item analysis and statistical purposes. She further clarified with many of the students completing their exams directly into Google Forms, the Commission is receiving a good amount of data. MiChell Bird stated that this is how we have audited providers and their exams. She suggested requiring pre-license schools to either use the electronic exams through Google Forms or buy your own. It was agreed that it would be a time and resource savings if more providers used the online version. MiChell Bird suggested the Commission buy one more set of bubble sheets and inform providers they will no longer be provided. Discussion ensued about training on how to use electronic bubble sheets at IDW.

Melissa Ferguson asked for feedback on the format and location for the next Instructor Development Workshop. She proposed an idea for a future IDW with breakout sessions. The Commission could invite instructors to submit ideas for what they would teach for IDW breakout sessions. Chairwoman Casdorff suggested tabling this discussion until IDW 2024. Staff was directed to look for a location large enough to hold a live IDW in 2023 and to explore alternative options to the hotel's sound system to provide a better experience for the audience.

Online Pre-License Course Discussion

Melissa Ferguson led discussion regarding the need or benefit of putting the Broker pre-license courses online, specifically Brokerage Management and Law. Several Council members shared their opinion that in person delivery of these courses is essential due to the need to interact with instructors and fellow class members for these courses and the Law course would be too difficult to take online. Also stressed was the importance of interaction and discussion between instructors and students in this course. The Education Council members suggested polling interested parties to see if there is a need and desire to put the Real Estate Finance and Valuation & Analysis Broker Pre-license electives online instead. There was discussion on the possibility of creating an online version of the Post License Professionalism, Negotiation, and Closing course online. It was determined the content of this course lends itself best to the live and remote classroom and to best suit the needs of the students, the Commission will not pursue online development of this course.

Instructors and the Licensing Exam

Melissa Ferguson proposed allowing instructors to take the licensing exam up to one time every five years to understand the format of the exam and the process of taking the exam. This change will be written into the Education & Certification Policy to be presented at the Joint Meeting. A proposal was made to allow pre-license instructors to be Subject Matter Experts for the Pearson VUE exam at the discretion of DOPL staff.

Commission Developed Course Update

Alice Young presented an update on courses that are in the revision process and finalized courses.

Executive Session

MOTION: Chairman Malone made a motion the Council enter into executive session pursuant to Idaho Code 74-204(1)(d) to consider records exempt from disclosure under the Public Records Act, specifically, Idaho Code 74-106(9), relating to information obtained as part of an inquiry into fitness to obtain or retain a license or certification [and/or] 74-108(5), which records relate to the following subjects: Special considerations, Instructor/Course Audits, Education Council Audit Schedule. Roll call: Patrick Malone-yes, Heidi Casdorff-yes, Jill Stone-yes, Carolyn Sinnard-yes, Jason Ayers-yes, and MiChell Bird-yes. Motion carried.

Exit from Executive Session

MOTION: Carolyn Sinnard made a motion to exit executive session. All in favor, motion carried.

Special Considerations

Case #22-016E

MOTION: Patrick Malone made a motion to deny Special Consideration Request 22-016E as good cause to grant the request to waive the five (5) years active real estate experience was not found. All in favor, motion carried.

Adjournment

With no further comments or discussion, Chairman Malone adjourned the meeting at 11:22 a.m.