



State of Idaho  
Division Of Occupational and Professional Licenses  
Idaho Real Estate Commission

**BRAD LITTLE**  
Governor  
**RUSSELL BARRON**  
Administrator

11341 W Chinden Blvd.  
P.O. Box 83720  
Boise, ID 83720-0063  
(208) 334-3233  
dopl.idaho.gov

**Draft Minutes of 03/05/2024**

<b>Board Members</b>	Jill Stone, Chair	<b>Division</b>	MiChell Bird, Executive Officer
<b>Present:</b>	Elizabeth Hume, Vice-Chair	<b>Staff:</b>	Lea Kear, Legal Counsel
	Kim Cooper		Don Morse, Investigations Prog. Sup.
	Michael Johnston		Melissa Ferguson, Edu./Cur. Prog. Sup.
	Martin Espil		Erin Einarsson, Board Support Spec.

The meeting was called to order at 2:32 PM MT by Chair Jill Stone.

**APPROVAL OF 02/06/2024 MINUTES**

A motion was made to approve the 02/06/2024 meeting minutes. The motion carried unanimously.

A motion was made to amend the agenda pursuant to Idaho Code § 74-204 for purpose of correcting the previously posted typographical error. The motion carried unanimously.

**COMMISSION BUSINESS**

**Idaho REALTORS® (IR) Update:** IR Chief Executive Officer (CEO) David Hensley presented the IR report.

Dates to Remember: The Past President Reception will be held on April 24, 2024 at 4:00 PM at the Grove Hotel in Boise. The Board of Directors Meeting will be April 25, 2024 at 8:30 AM at the Grove Hotel in Boise. IR CEO Hensley invited the Commission to provide an update at the Board of Directors meeting and will work with Executive Officer (EO) MiChell Bird and Chair Stone on that presentation.

Membership Numbers: As of March 1, 2024, there are 11,469 Primary Realtors in Idaho. This is an increase of 94 members from the previous month. There are 1,092 Secondary Realtors in Idaho, which is an increase of five (5) from the previous month.

House Bill 647: Commissioner Michael Johnston asked for IR CEO Hensley's comments on [House Bill 647](#). IR CEO Hensley responded that he would review with IR Government Affairs Director Max Pond and the IR executive team and would connect with EO Bird afterwards.

**License Base Report:** EO Bird provided an overview of the FY2024 Analysis of the License Base Report. As of February 2024, there were 16,546 total active and inactive members, which is a decrease of 166 members from January 2024. February 2023 had a total of 16,816 active and inactive members.

**Education Update:** Education and Curriculum Program Supervisor (Edu./Cur. Prog. Sup.) Melissa Ferguson provided a summary of the following activities from Education and Licensing staff.

Fingerprinting Services: As of 01/31/2024, electronic fingerprinting has been restored. Candidates have the option of live scanning in Boise, and Pocatello, Idaho as well as Spokane Valley, Washington or rolled prints on a hand card.

Licensing Exam: DOPL staff will be participating in the Idaho test development with Peason VUE on April 9 – 10 in Boise. Commission Members that have been invited to attend were encouraged to participate.

Commission-Developed Courses: Current completion methods for Modules 1 and 2 are approximately 70% live and 30% online. The Business Conduct and Office Operations (BCOO) course is available online through the CE Shop. Feedback from the Remedial Real Estate Requirements has been positive with 137 attendees so far. The 2024 Instructor Conference begins March 6, 2024, with Elizabeth Hume presenting Guideline updates, and Eric Nelson presenting Case Law.

Pending Legislative Changes: [House Bill 505](#) will change license renewals to a biennial renewal cycle, with an expiration date at the licensee's birthday. [House Bill 647](#) relates to continuing education requirements.

Remote Delivery Policy: DOPL staff will be reviewing the Remote Delivery Policy in May and Edu./Cur. Prog. Sup. Ferguson requested direction from the Commissioners towards allowing CE credit for attending Commission Meetings virtually. The Commissioners provided feedback and Edu./Cur. Prog. Sup. Ferguson will bring revisions for review at a future meeting.

**Zero-Based Regulation (ZBR):** This topic will be addressed at the May 2024 meeting.

**Financial Update:** EO Bird presented the Revenues and Expenditures as of January 24, 2024 for the Real Estate Commission and the Real Estate Commission – Restricted Fund.

**Public Comment:** There were no public comments.

**MOTION TO ENTER EXECUTIVE SESSION:** A motion was made for the Commission to enter Executive Session under Idaho Code § 74-206 (1)(d) to consider records that are exempt from disclosure under the Public Records Act, Idaho Code § 74-106(9). The purpose of the Executive Session will be to discuss documents relating to the fitness of an applicant to be granted a license or registration. Roll call: Chair Stone, aye; Commissioner Cooper, aye; Commissioner Johnston, aye; Commissioner Hume, aye; and Commissioner Espil, aye. The motion carried unanimously.

**Motion to Exit Executive Session:** A motion was made to exit Executive Session. The motion carried unanimously.

**MOTION(S) RESULTING FROM THE EXECUTIVE SESSION**

**Motion(s) re: Application(s):** A motion was made to approve Case #24-02. The motion carried unanimously.

**ADJOURNMENT**

There being no further business, the Chair adjourned the meeting at 3:40 PM.

03/05/2024/ee

DRAFT