



State of Idaho
Division Of Occupational and Professional Licenses
Idaho Real Estate Education Council

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Draft Minutes of 03/05/2024

Board Members	Carolyn Sinnard, Chair	Division	MiChell Bird, Advisory Board Member
Present:	Debbie Lawrence, Vice-Chair	Staff:	Lea Kear, Legal Counsel
	Chris Foulkrod		Melissa Ferguson, Edu/Cur Prog Super
	Heidi Casdorff		Alice Young, Training Specialist
	Jill Stone		Saychelle Roberts, TRS2
			Jeannien DeWitt, Edu/Trng Specialist
			Erin Einarsson, Board Support

The meeting was called to order at 8:20 AM MT by Chair Carolyn Sinnard.

ACKNOWLEDGEMENT: Chris Foulkrod was welcomed to the Council as the newest member, representing the Southeastern District.

APPROVAL OF 11/09/2023 MEETING MINUTES

A motion was made to approve the 11/09/2023 meeting minutes. The motion carried unanimously.

COUNCIL BUSINESS

Education Report: Education and Curriculum Program Supervisor Ferguson addressed the Education report, which included the following topics: Fingerprinting services; licensing exam; OASIS, DOPL's New Licensing System; online salesperson prelicense; online Business Conduct and Office Operations (BCOO) course; discipline class; course audits; pending legislative changes; and 2023 accomplishments.

Instructor Conference Update: Training Specialist Young provided an overview of the Instructor Course 2024, March 6-7, 2024, Boise, Idaho. The Commission Core Pilot, March 6th, includes Case law update; guideline review; hot topics; legislative update (pending sine die); and core exam. On March 7th, a course titled "Navigating the Tools of Our Trade: A Light, Fun and Exciting IDW", and provider training will be held for provider directors.

Discussion on Remote Delivery Policy: In February 2024, instructors and providers who facilitate education courses via remote or hybrid delivery were sent a survey. Questions asked were on the current standards, instructor/moderator training, CDEI requirement for instructors, pre-approval to teach hybrid delivery, and moderator requirements. In the past, policies have been reviewed yearly. With the possible approval of legislation, to allow maximum flexibility and delivery methods for licensees, the Council was asked the direction it would like staff to take with regard to drafting a policy for the next meeting. This topic will be addressed at the Council's May meeting.

Specialty Class Proposal: Every year, funds are allocated for specialty education courses. The REALTORS® Land Institute Western States Chapter submitted a proposal requesting a donation of \$3,000. The Chapter will hold a course to land and commercial brokers titled, “Valuation and Transactions of Energy and Environmental Assets”, April 29-30, 2024, Coeur d’Alene, Idaho. Member Casdorff asked, and Ms. Ferguson explained, what sponsorship entails. The Council is in favor of granting the \$3,000, suggesting the Chapter contact Idaho REALTORS® (IR) and offer to present a modified class at the IR Conference in October 2024.

Special Consideration Request(s): This topic was addressed in Executive Session.

Public Comments: There were no public comments.

EXECUTIVE SESSION – SPECIAL CONSIDERATION REQUEST(S)

Motion to Enter into Executive Session: A motion was made for the Council 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 vote: Madam Chair Sinnard-Aye, Madam Vice-Chair Lawrence-Aye, Member Casdorff-Aye, Member Foulkrod-Aye, Commissioner Stone-Aye, and EO Bird-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 Executive Session

A motion was made to deny case #24-001E and to authorize the Council Chair to execute an opinion setting forth the basis for denial. The motion carried unanimously.

ADJOURNMENT

With no further business, the meeting adjourned at 11:17 AM.

03/08/2024/krb