



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

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Draft Minutes of 07/14/2026

Commission	Michael Johnston, Chair	Division	MiChell Bird, Executive Officer
Members	Jessica Dahlinger, Vice-Chair	Staff	Greg Loos, Legal Counsel
Present:	Elizabeth Hume	Present:	Ryan Allstott, Licensing Supervisor
	Sheri Jones		Alice Young, Training Specialist
			Liz McClung, Investigations Supervisor
			Charlotte Kovac, Board Support Spc.
		Others	
		Present:	Caitlin O'Brien, Prosecuting Attorney

The meeting was called to order at 9:00 AM MT by Chair Johnston.

APPROVAL OF 05/12/2026 MINUTES

A motion was made to approve the May 12, 2026, meeting minutes. The motion carried unanimously.

DIVISION BUSINESS

State Travel Policy Update: Executive Officer Bird presented the summary of changes that were incorporated into the updated State Travel Policy, which went into effect on July 1, 2026.

Universal Discipline Training: Legal Counsel Loos provided training on Idaho Code § 67-2616, referred to as Universal Discipline, which became effective July 1, 2026.

COMMISSION BUSINESS

Idaho REALTORS® Update: Idaho REALTORS® (IR) Education Director (ED) Marilyn Whitney provided the IR update. As of July 1, 2026, IR memberships increased by 1.4% as compared to 2025, resulting in a 93.3% membership rate among active licensees.

2027 Election of Officers: A motion was made to elect Vice-Chair Dahlinger as Chair. The motion carried unanimously. A motion was made to elect Commissioner Hume as Vice-Chair. The motion carried unanimously.

Council Elections: A motion was made to elect Commissioner Jones as the Real Estate Commission Representative for the Real Estate Education Council (REEC). The motion carried unanimously.

Broker Prelicense Education Discussion: Training Specialist (TS) Young shared the REEC's recommendation to initiate a Request for Information to seek additional proposals for the Broker Prelicense courses. The Commission and IR ED Whitney discussed the Graduate REALTOR® Institute courses and the Idaho Real Estate Broker exam review process. TS Young reported that discussions about Broker Prelicense revisions have included updating and/or reallocating the required hours to streamline the courses, but no decisions have been finalized.

Civil Penalty Fine Budget: TS Young presented the Civil Penalty Fine Budget. A motion was made to approve the Civil Penalty Fine Budget. The motion carried unanimously.

Education & Certification Policy: TS Young presented the Education & Certification Policy. A motion was made to approve the policy as presented. The motion carried unanimously.

License Base Report: Licensing Supervisor Allstott presented the License Base Report. Real Estate Salesperson and Broker license types increased at the start of Fiscal Year 2027. Nearly 100 new licenses were issued resulting in a total active license count of 15,293.

Education Report: TS Young provided the Education Report. Commission Core 2026 was released on July 1, 2026, and online providers are in the process of obtaining approval to begin offering the course. Additional educational resources on Artificial Intelligence (AI) are being developed for students. A survey was sent to providers requesting feedback on the drafted outline of Post License courses. TS Young is finalizing the draft version of the Post License timed course outlines and beginning the process of identifying Subject Matter Experts.

Artificial Intelligence Guideline: The AI Guideline is being drafted and will be presented at the next meeting.

Education Council Appointment: The Commission reviewed applications for the open REEC position. A motion was made to select Brook Krieger as the Northern District Representative. The motion carried unanimously.

Commission Meeting Calendar 2026/2027: A motion was made to approve the meeting dates of January 14, 2027, May 12, 2027, and July 14, 2027. The motion carried unanimously.

Public Comment: There were no public comments.

EXECUTIVE SESSION

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 retain a license. Roll-call: Chair Dahlinger- Aye; Vice-Chair Hume- Aye; Commissioner Jones- Aye; Commissioner Johnston- 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 applications 26-12, 26-15, 26-16, 26-17, and 26-18. The motion carried unanimously.

A motion was made to deny application 26-14. The motion carried unanimously.

Motion(s) re: Discipline: A motion was made to close case numbers 1636977, 1699963, 2066535, 2073896, and 2044756 with no action. The motion carried unanimously.

A motion was made to authorize the Prosecution Counsel to file an Administrative Complaint for case number 1964554. The motion carried unanimously.

A motion was made to authorize negotiation of a Stipulation and Consent Order with the terms discussed in Executive Session for case number 1903044 and to authorize the Commission Chair to sign on behalf of the Commission. The motion carried unanimously.

A motion was made to accept the findings of fact and conclusion of law for case number 2040326 and to authorize the Commission Chair to sign on behalf of the Commission. The motion carried unanimously.

ADJOURNMENT

There being no further business, the meeting was adjourned at 12:07 PM.