MINUTES OF MEETING

OF

LOUISIANA REAL ESTATE COMMISSION

July 19, 2018

The Louisiana Real Estate Commission held its regular meeting on Thursday, July 19, 2018, at 9:00 a.m., at 9071 Interline Ave, Baton Rouge, Louisiana, according to regular call, of which all members of the Commission were duly notified, at which meeting the following members were present:

COMMITTEE
Steven Hebert, Chairman
Richman Reinauer, Vice Chairman
Deanna Norman, Secretary
Lacy Baaheth
Jeff Free
Eloise Gauthier
Rodney Greenup
Matt Ritchie
Patrick Roberts, Jr.
Evelyn Wolford

STAFF
Bruce Unangst
Arlene Edwards
Summer Mire
Ryan Shaw
Mark Gremillion
Robert Maynor
Debbie DeFrates
Dusty Evans
Jenny Yu
Telly Hollis
Nikki Senegal
Malissa Fowler
Sara Wheeler

GUESTS
Kevin Minor – Louisiana Interactive
Thaddyeus Dixon
Amy Fennel – Louisiana REALTORS®
Lisa Baker – Burk Baker School of Real Estate and Appraisal
Burk Baker – Burk Baker School of Real Estate and Appraisal

Commissioner Donnes was unable to attend the meeting.

Commissioner Greenup led the Invocation; Chairman Baaheth led the Pledge of Allegiance.

MINUTES

Commissioner Gauthier made motion, seconded by Commissioner Reinauer, to approve the minutes of the meeting of June 21, 2018. Motion passed without opposition.

(Attachment A)

COMMITTEE REPORTS:

1. Budget – Commissioner Reinauer reviewed the budget report with the Commissioners. He reviewed the fiscal year-end budget with the Commissioners. He stated that the Commission ended the year up in revenue over the prior year. He stated that the operating expenses were also up due to travel, staffing, etc.

   He reviewed the projected budget with Commissioners, discussing upcoming expenses including an upcoming staff merit increase.

   Commissioner Gauthier made motion, seconded by Commissioner Wolford, to approve the FY 17-18 revised budget and the FY 18-19 and FY 19-20 projected budgets. Motion carried without opposition.

   (Attachment B)

   Mr. Unangst reviewed the Louisiana Compliance Questionnaire for Legislative Audit with the Commissioners. He stated that the Commissioners were sent a copy of this document, which must be approved for inclusion in the audit.

   Commissioner Wolford made motion, seconded by Commissioner Gauthier, to approve the Louisiana Compliance Questionnaire for the Legislative Audit. Motion carried without opposition.

2. Education/Research/Publication – Commissioner Gauthier stated that the Commission received one response to the RFP for the 2019 Mandatory Course from Burk Baker School of Real Estate and Appraisal.

   Chairman Hebert asked if it was okay that the Commission only received one response. Mr. Unangst stated that the only requirement of the Commission is to advertise the RFP, but we cannot require responses. He stated that there was no issue with approving the only submission.

   Commissioner Gauthier made motion, seconded by Commissioner Wolford, to accept the RFP sent in by Burk Baker for the 2019 Mandatory Course. Motion carried without opposition.

   (Attachment C)

   Commissioner Gauthier told the Commissioners that the LREC staff has been vetting companies that track continuing education reporting. She stated that these companies allow vendors to enter

their own course reporting for review by staff, which will reduce the amount of work on LREC staff and make tracking easier for licensees. She stated that this service is free of charge to the Commission. She stated that the companies make their money by selling advertisements, on an optional basis, to vendors.

Chairman Hebert asked for clarification on how the data would get to the LREC. Mr. Unangst stated that the data that was input by the vendors would be sent to the Commission digitally for review before approval. After the Commission approves the course reporting it will be reflected on licensees' transcripts.

Mr. Unangst stated that the Education Committee will meet prior to the August Commission meeting to discuss whether or not to move forward with one of these course reporting companies or not.

Mr. Unangst asked Commissioner Norman to give her impression of the system that she viewed the webinar presentation for. She stated that she really liked the system and thinks that it would be beneficial, especially to the vendors.

Commissioner Gauthier asked staff how long it currently takes for completed education to appear on a licensee's transcript. Ms. DeFrates stated that it depends on when the vendor reports, but that it can take up to 45 days after course completion for credit to appear on a licensee's transcript.

Mr. Unangst stated that the purpose of using this service would be to decrease the back and forth between the staff and vendors.

Commissioner Ritchie asked if it would be an issue to integrate this service onto the LREC website. Ms. Shaw stated that the licensees' experience would not change as the data would be entered by vendors on the course reporting website and would dump data into the LREC's database, which would result in an updated education transcript for the licensee.

3. Legal/Legislative/Timeshare – Commissioner Ritchie thanked Commissioners Hebert and Reinauer as well as Mr. Unangst and Mr. Maynor for their participation in a conference call to discuss Property Management rules and definitions. He stated that the general consensus coming from the conference call was that the rules need to be consolidated into a single section within the LREC Rules and Regulations to make them easier to review.

   He also stated that former commissioner Lynda Nugent Smith sent the commissioners a survey regarding risk management topics. He asked that the commissioners send their thoughts back to her so that she can gather them for her next risk management taskforce meeting.

   Mr. Unangst stated that LREC staff is preparing a draft of the proposed rule language for review at the next month's meeting.

4. Standardized Forms – Commissioner Roberts reviewed the final draft of the updated Purchase Agreement.

Commissioner Norman asked if the website addresses on page 7 could all be made blue to match the flood hazard section and if an address line could be added to the deposit addendum. Ms. Shaw stated that she would make the requested changes.

(Attachment D)

5. Strategic Planning – No report.

6. Errors & Omissions – No report.

7. Technology – Commissioner Free asked that Ms. Shaw update the commissioners on the status of the website. Ms. Shaw stated that staff recently received final approval for the use of the LREC.gov domain, which was the last barrier to launching the new website. She stated that Multiply Marketing has developed prelaunch content for social media to drive traffic to the new website once it is launched. She stated that staffs' intention is to use the remainder of July to push this prelaunch content and launch the new site the first week in August.

   Mr. Unangst stated that the LREC staff has recently been meeting with Louisiana Interactive to digitize all forms on the LREC's site. Mr. Minor gave an overview of what his company does and how they generate revenue.

   (Attachment E)

DIRECTORS REPORT:

No report

PUBLIC COMMENT:

None

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Commissioner Gauthier made motion, seconded by Commissioner Reinauer, to approve the stipulation and consent order for Case No. 2017-489: Patsy Smith Maggio Coleman. Motion carried without opposition.

Commissioner Gauthier made motion, seconded by Commissioner Baaheth, to approve the stipulation and consent order for Case No. 2017-1540: Heidi Silvia. Motion carried without opposition.

EXECUTIVE SESSION

None

There being no further business, Commissioner Wolford made motion, seconded by Commissioner Roberts, to adjourn. Motion passed without opposition.

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STEVEN HEBERT, CHAIRMAN DEANNA NORMAN, SECRETARY