



State of Louisiana
LOUISIANA REAL ESTATE COMMISSION

JUNE 15, 2023

MEETING MINUTES

On Thursday, June 15, 2023, the Louisiana Real Estate Commission (“LREC” and/or “Commission”) conducted its regularly-scheduled, monthly meeting in-person and at the Commission’s domicile office located at 9071 Interline Avenue, Baton Rouge, LA 70809 in accordance with La. R.S. 37:1430 *et seq* and other applicable law.

Commission Members Present:

Mr. Jeff Free, Chair (Sup. Ct. Dist. 2)	Ms. Doneva Halphen (Sup. Ct. Dist. 1)
Ms. Paula Duncan, Vice Chair (Sup. Ct. Dist. 3)	Mr. Theodore Major (At-Large)
Mr. Joseph Pappalardo, Jr. Secretary (Sup. Ct. Dist. 7)	Mr. Matt Ritchie (Sup. Ct. Dist. 4)
Ms. Synde Devillier (Sup. Ct. Dist. 6)	Ms. Gladys Smith-Coward (5 th CD)

Commission Members Absent:

Ms. Hanna Chustz (Sup. Ct. Dist. 5)	Mr. Rodney D. Greenup, Sr. (At-Large)
Mr. Tony Cornner (3 rd Congress. Dist.)	

Staff Present:

Ms. Summer S. Mire, Executive Director	Ms. Malissa Fowler
Mr. Thomas Devillier, Deputy Director/Executive Counsel	Mr. Mark Gremillion
Ms. Arlene C. Edwards, General Counsel	Ms. Telly Hollis
Ms. Celeste Amezcua	Ms. Allison OToole
Ms. Allison Burnette	Ms. Courtney Stafford
Ms. Debbie DeFrates	Mr. Jeremy Travis
Ms. Dusty Evans	Ms. Nikki Wallace

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Others Present:

Mr. Andrew Baker, Burk Baker School

Mr. Brent Lancaster, Bob Brooks School

Ms. Kim Callaway, Louisiana REALTORS

Mr. Rick Roberts

Mr. Wardell Coward

I. CALL TO ORDER

Chair Jeff Free called the meeting to order at or about 10:00 a.m. A roll call was conducted in open meeting. See attendance detailed above. Commissioner Major led the invocation; and, Chairman Free led the Pledge of Allegiance.

II. PUBLIC COMMENTARY

Rick Roberts reminded the Commissioners that the Mandatory Forms Workgroup was scheduled for Tuesday, June 20, 2023, at 10:00 am. The meeting has since been rescheduled for Wednesday, July 12, 2023 due to building maintenance.

III. APPROVAL OF MINUTES OF MAY 18, 2023

Commissioner Major made a motion, which was seconded by Commissioner Smith-Coward, and unanimously approved to adopt the minutes of the May 18, 2023, meeting as written and circulated (Exhibit A).

IV. COMMITTEE REPORTS

1. Budget. Secretary Pappalardo reviewed the budget report. (Exhibit B). Commissioner Ritchie asked a question involving the interest rate the Commission had budgeted for the year. Secretary Pappalardo explained that the Commission was currently receiving a 4.86 percent interest rate.

2. Education. Commissioner Devillier stated that the Education Committee did not meet on Wednesday, June 14, 2023, because the Commission did not receive any Request for Proposal submissions for the 2024 LREC Mandatory Course. Ms. Mire stated that the RFP will be extended for an additional 30 days.

Commissioner Devillier also stated that the Post-Licensing Taskforce met virtually on Tuesday, June 6, 2023, to discuss revisions to the current 45-hour post licensing course. Ms. Mire mentioned that Mr. Travis contacted real estate commissions in other states via the ARELLO listserv to get details on how they handle post-licensing education courses. That information will be compiled for the next taskforce meeting. Commissioner Ritchie asked if the taskforce intended to have the revisions approved and implemented for 2024. Ms. Mire stated that since the revisions

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are in the very early stages, there is no set timeline as of now.

3. Legal / Legislative. Mr. Devillier delivered the 2023 Regular Legislative Session report in the absence of Commissioner Chustz. Mr. Devillier's report included the following: Act 107 (Exhibit C), Act 147 (Exhibit D), and SB 201 (Exhibit E).

4. Standardized Forms. Commissioner Halphen provided an update on the Mandatory Forms Workgroup. The group was set to meet on Tuesday, June 20, 2023, at the LREC office to discuss revisions to LREC's two mandatory forms: the Residential Agreement to Buy or Sell and the Residential Property Disclosure. The meeting has since been rescheduled to Wednesday, July 12, 2023, due to building maintenance issues at the LREC office.

5. Technology. Mr. Travis provided an update on the informational campaign to provide licensees and the public with details on the new fingerprint-based criminal history review and background check process. Mr. Travis stated that to date two separate emails had been sent to all licensees informing them of the new process. Mr. Travis also stated that two informational videos had been created to share on the LREC website and social media channels. Mr. Travis provided details on content that the LREC has shared on its social media channels and stated that since the beginning of the informational campaign (early-May), LREC's page visibility on social media has increased more than 33 percent. Mr. Travis and Ms. Mire completed the report with details on a final letter to all active licensees with more information on the new procedure.

V. EXECUTIVE DIRECTOR REPORT

1. July Meeting Date: Ms. Mire asked the Commissioners if they had any objection to moving the July meeting date up one week to Thursday, July 13, 2023. No objections were expressed. Ms. Mire announced that the Mandatory Forms Workgroup will meet on Wednesday, July 12, 2023, and the current 2024 Mandatory Course request for proposal will be extended until Tuesday, July 11, 2023.

2. Budget Update: Ms. Mire stated that the Commission plans to have the budget ready for approval by the July meeting date. Ms. Mire stated she will be meeting with Mr. Devillier and other department heads to determine what is needed for next year's budget.

3. Staff Promotions: Ms. Mire announced several staff changes and promotions including Courtney Stafford, Administrative Coordinator (Compliance Division); Telly Hollis, Licensing Analyst Supervisor (Licensing Division); Nikki Wallace, Compliance Director (Compliance Division); and Celeste Amezcua, Administrative Coordinator (Education Division). Ms. Mire stated that there are still a few vacancies that the Commission will be looking to fill soon.

4. ARELLO Conference: Ms. Mire reminded the Commissioners to register for the upcoming ARELLO Conference. The conference will take place September 18 – 22.

VI. UNFINISHED BUSINESS

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None

VII. NEW BUSINESS

None

VIII. EXECUTIVE SESSION

None

IX. ADJOURNMENT

There being no further business, Commissioner Devillier made a motion, which was seconded by Commissioner Ritchie, and unanimously approved to adjourn.