

**MINUTES OF MEETING**  
**OF**  
**LOUISIANA REAL ESTATE COMMISSION**

**August 20, 2015**

The Louisiana Real Estate Commission held its regular meeting on Thursday, August 20, 2015, 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:

**COMMISSION**

James Gosslee, Chairman  
Lynda Nugent Smith, Vice Chairman  
Evelyn Wolford, Secretary  
Paul Burns  
Jeffrey Donnes  
Steven Hebert  
Richman Reinauer  
Cynthia Stafford  
Frank Trapani

**STAFF**

Bruce Unangst, Executive Director  
Arlene Edwards, Legal Counsel  
Summer Mire  
Debbie Debrates  
Jeremy Endicott  
Mark Gremillion  
Telly Hollis  
Robert Maynor  
Chad Mayo  
Ryan Shaw  
Sara Wheeler

**GUESTS**

Brent Lancaster – Bob Brooks School of Real Estate  
Norman Morris – Louisiana REALTORS  
Dr. Roy Ponthier – ProEducate  
Skip Sharrer – ShareVista

Commissioner Burns led the Invocation; Commissioner Trapani led the Pledge of Allegiance.

**MINUTES**

Commissioner Wolford made motion, seconded by Commissioner Nugent Smith, to approve the minutes of the meeting of July 16, 2015. Motion passed without opposition.

**PERSONAL APPEARANCES – (See Court Reporter Transcripts for Complete Discussions)**

1. Jason Carpenter – appeared in connection with his request to obtain a real estate license. Commissioner Wolford made motion, seconded by Commissioner Reinauer, to allow Mr. Carpenter the opportunity to obtain his real estate license. Motion carried without opposition.

2. Ross Guillot- appeared in connection with his request to obtain a real estate license. Commissioner Trapani made motion, seconded by Commissioner Stafford, to allow Mr. Guillot the opportunity to obtain his real estate license. Motion carried with Commissioner Wolford recusing from voting.
3. Terese Hawkins – appeared in connection with her request to obtain a real estate license. Commissioner Stafford made motion, seconded by Commissioner Donnes, to allow Ms. Hawkins the opportunity to obtain her real estate license. Motion carried without opposition.
4. Mable Lee – appeared in connection with her request to obtain a real estate license. Commissioner Hebert made motion, seconded by Commissioner Stafford, to allow Ms. Lee the opportunity to obtain her real estate license. Motion carried 5-3 with Commissioners Nugent Smith, Trapani and Reinauer voting in opposition.
5. John Maestri – appeared in connection with his request to obtain a real estate license. Commissioner Trapani made motion, seconded by Commissioner Reinauer, to allow Mr. Maestri the opportunity to obtain his real estate license. Motion carried 5-3 with Commissioners Hebert, Nugent Smith and Wolford voting in opposition.
6. Larry Melton – appeared in connection with his request to obtain a real estate license. Commissioner Trapani made motion, seconded by Commissioner Wolford, to deny Mr. Wilkinson the opportunity to obtain his real estate license. Motion carried without opposition.

**COMMITTEE REPORTS:**

1. Budget – Commissioner Stafford reported that Ms. Yu has been out with an illness therefore there is no report for this meeting.
2. Education/Research/Publication – Commissioner Trapani stated that the Education committee previously discussed having one standard continuing education certificate that all vendors would use. Mr. Unangst stated that all information is on one simple and standard form.

Commissioner Stafford thanked the Education Task Force Committee – Commissioners Stafford, Nugent Smith, Wolford and Burns and Education Department staff – for their help in discussing the concerns and complications for instructor applications and vendor fines. The committee recommends having the vendor approve the instructor based on a set of minimum qualifications determined by the commission. There will be an updated instructor registration application that will eliminate the current point system. The vendor will choose the instructor and verify their qualifications. The vendor will attest that the instructor meets the minimum standard qualifications set forth by the commission. Commissioner Stafford asked that the commissioners read over the minimum qualification handout and come back ready to discuss at the next commission meeting. Mr. Unangst gave a brief synopsis of other states minimum qualifications. He stated that the change will shift the accountability to the vendor as opposed to LREC staff making a subjective decision. He also noted three points to review on the handout: 1) Waiver for first offense per year and emergency clause 2) Updated vendor reporting for immediate error notification 3) Putting on an outreach workshop for vendors, instructors, stakeholders (possible during the Louisiana REALTORS Leadership Conference). Commissioner Trapani stated there needs to be an emergency clause for venue changes also. Commissioner Nugent Smith suggested that language be added to the certificate that boldly states that it is the responsibility of the student to correctly report their name and license number to the vendor. A standard sign in sheet should be developed as well for vendor use that includes this language. Dr. Ponthier stated that he often runs into licensees that have changed their name and it isn't updated with the commission. Mr. Unangst stated that changes made online should be generally instantaneous. The final certificate needs to be approved at next month's meeting.

Instructor Development Workshop: Commissioner Stafford made motion, seconded by Commissioner Nugent Smith, to approve the instructor development workshop proposal from LSU. Motion carried without opposition.

3. Legal/Legislative/Timeshare – No report.
4. Standardized Forms – No report.

5. Strategic Planning – Commissioner Wolford gave a brief report on the progress of each item from the strategic plan. She will email the updated report to all commissioners for their review. She feels everything is moving in the right direction and time frame according to the plan.
6. Errors & Omissions – No report.
7. Technology – Skip Sharrer, ShareVista, gave a presentation on his license management system that he is creating for the commission. Mr. Unangst introduced Mr. Sharrer to the commissioners and stated that he will be attending the ARELLO convention in September to promote the software. LREC will earn 20% off each sale to another jurisdiction due to a cooperative endeavor agreement. He encourages commissioners attending ARELLO to promote Mr. Sharrer at the event. Commissioner Wolford asked Mr. Sharrer if it would be possible to have credit card transactions available for new licensees. She also asked if a website option could be added so that the entire history of a licensee can be viewed online when doing a search.

**DIRECTORS REPORT:**

No report.

**PUBLIC COMMENT:**

Dr. Ponthier asked for clarification on the 2016 mandatory CFPB course outline and referred to item numbers 5 & 6 pertaining to the interactive disclosure form. He asked what the commissioners wanted from this form. Mr. Unangst stated that he had spoken briefly with Dr. Ponthier and the Education Task Force on this subject. The intent is to ensure that licensees know where the numbers are coming from and to inform their clients on closing costs. Commissioner Wolford stated that the licensees do not need to learn to be lenders but to simply know what the numbers are that they are explaining. Mr. Unangst stated that staff will distribute a clarification letter to vendors on the subject. Mr. Gremillion suggested that a sample interactive form with a case scenario be utilized instead. The scenario would provide the numbers to be used and explain. The word “interactive” will be eliminated on the outline and the learning objective section will be clarified.

**UNFINISHED BUSINESS:**

None

**NEW BUSINESS:**

None

**EXECUTIVE SESSION**

None

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

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JAMES GOSSLEE, CHAIRMAN

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EVELYN WOLFORD, SECRETARY