



**Matthew G. Bevin**  
Governor

**K. Gail Russell, Secretary**  
Public Protection Cabinet

**H.E. Corder II, Executive Director**  
Kentucky Real Estate Authority

**Kentucky Real Estate Authority**  
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**VOTING COMMISSIONERS**  
Lois Ann Disponett, Chair  
Billy Joe Beckham, Smiths Grove  
Shirley W. Wiseman, Lexington  
Steve K. Cline, Bowling Green

## **KENTUCKY REAL ESTATE COMMISSION**

### **MEETING MINUTES**

**October 17, 2019**

#### **Commission Members Present**

Commissioner Chair, Lois Ann Disponett  
Commissioner Steve Cline  
Commissioner Shirley Wiseman

#### **KREA Staff**

Marc Manley, Acting General Counsel  
Maryellen Mullikin, Administrative Coordinator, Licensing  
Hannah Carlin, Education Coordinator  
Shannon Buzard, Board Administrator, Executive Administrative Secretary  
Chaz English, Executive Advisor  
Michael Spann, KREA Investigator  
Daniel Levensgood, Administrative Coordinator, Accounting

#### **Guests Present**

Richard Wilson, KYR  
Lisa Stephenson, GLAR  
Janet Wilson, NKAR  
Sue R Collins, NKAR  
Tracey Washburn, Licensee  
Rene Rogers, C. Rene Rogers, PLLC  
Joyce Sterling, 2 My Classes, LLC  
Iawana Pyles, 2 My Classes  
Rip Phillips, KYR  
Steve Stevens, KYR

#### **Call to Order and Guest Welcome**

The Kentucky Real Estate Commission meeting was called to order by Commission Chair, Lois Ann Disponett, at 11:14am on October 17, 2019. Roll call was taken and a quorum was present. Guests in attendance were welcomed and introductions of guests, staff, and commissioners were made.

### **Approval of Meeting Minutes**

Commissioner Cline made a motion to approve the September 12, 2019 Special Commission Meeting Minutes. Commissioner Wiseman seconded the motion. Having all in favor, motion carried.

Commissioner Wiseman made a motion to approve September 24, 2019 Regular Commission Meeting Minutes. Commissioner Wiseman seconded the motion. Having all in favor, motion carried.

### **Education and Licensing Reports**

October 2019 Continuing Education Courses were reviewed and recommended for approval by Hannah Carlin. Commissioner Wiseman made a motion to approve the “attached list of courses.” Commissioner Cline seconded the motion. Having all in favor, motion carried.

October 2019 Instructor Approvals were reviewed and recommended for approval by Hannah Carlin. Commissioner Wiseman made a motion to approve the “attached list of instructors.” Commissioner Cline seconded the motion. Having all in favor, motion carried.

Ms. Carlin presented “the attached” October 2019 education and licensing statistics.

Ms. Mullikin gave updates regarding the online application process is continuing to go well, the ERP issues for inactive licensees are improving and there currently is no back log for license processing.

### **Real Estate Authority Director Comments**

This meeting had no comments from the Director. The KREA is scheduled to move to the new Mayo-Underwood location November 21, 2019.

### **Open Forum - Public Comments**

The public audience in attendance participated with brief comments, questions, and suggestions with topics relating to the regulation review, testing, and ERP processes.

### **Executive Session Legal Matters and Case Deliberations**

Commissioner Wiseman made a motion to enter executive session, pursuant to KRS 61.810(1)(c) and (j), and KRS 61.815 to discuss proposed or pending litigation and deliberate on individual adjudications and to discuss the Complaint Review Committee’s recommendations in:

- New Applicant Review for Tracey Washburn

Commissioner Cline seconded the motion and the Commission entered into closed session discussion.

### **Reconvene in Open Session**

Commissioner Wiseman made a motion to reconvene in open session. Commissioner Cline seconded the motion and it carried.

### **Committee Reports**

The Applicant Review Committee recommended licensure of the following applicants to the full Commission:

- Tracey Washburn

Commissioner Wiseman made a motion to approve the list of applicants. Commissioner Cline seconded the motion. Therein having all in favor, motion carried.

The Complaint Review Committee and Education Review Committee had no reports for this meeting.

### **Legal Summary and Review**

Acting General Counsel Manley presented to the Commission 7 emails relating to a bank escrow operations, ownership of property, multifamily ownership of property management, facility management, seller disclosure, and marketing. The Commission in agreement with Counsel Manley gave recommendations for a response to the emails. No further action was taken by the Commission.

Counsel Manley stated KREC should examine the current law in relationship to real estate companies and to consider potential reforms such as licensing companies directly or requiring licensees to be owners of the companies. Counsel Manley stated there are no current legislative bills or proposed regulations regarding this issue at the moment and the review would take extensive time and industry input. Counsel Manley stated the relationship between companies, brokers, and the licensing division provides an enormous amount of confusion and this is why he proposes examining areas to reform in partnership with the industry.

During previous public comments, Acting General Counsel Manley gave a regulation review update. Counsel Manley state that all public comments were presented to the ARRS Committee November 12, 2019. The Committee will have 90 days from December 2, 2019, to take action on the regulations or they will automatically take effect.

Acting General Counsel Manley stated he is continuing to build a new legal team and had no docket update to report for this meeting.

### **New Business**

Discussions are continuing relating to the testing exam center's efficiency and contract.

Discussions and progress is continuing for the reciprocity of Ohio and other states.

Discussions and progress is continuing for KREC grants.

The next Complaint Review Committee meeting date is scheduled for November 1, 2019 at 10am. The other Committees are to be determined.

The new 2020 calendar is to be determined next Commission meeting.

Commissioner Disponett requested to have an additional commercial course added for course approvals.

Planning for a Commission Newsletter is still ongoing.

### **Approval of Travel & Per Diem**

Commissioner Wiseman moved to approve travel and per diem for regular and special meeting dates of the month of October 2019. Commissioner Cline seconded the motion. With all in favor, motion carried.

### **Next Committee Meeting**

The next special Complaint Review Committee meeting is scheduled on November 1, 2019 at 10 a.m. to be held at the KREC Headquarters.

The next regular meeting of the Kentucky Real Estate Commission is scheduled on November 21, 2019 for 11:00 am with meeting location to be held at the new Mayo-Underwood location.

**Meeting Adjournment**

Commissioner Cline made a motion to adjourn meeting with Commissioner Wiseman seconding motion. All in favor, the meeting adjourned at 1:33 pm.



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**STAFF**

Shannon Buzard, Board Administrator  
Marc Manley, Acting General Counsel

**MEMORANDUM**

DATE: October 10, 2019  
FROM: Hannah Carlin, KREC Education Coordinator  
TO: Kentucky Real Estate Commission  
RE: 2019 Course Applications

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**BACKGROUND**

The attached list of education providers submitted applications for review and approval by the Commission. Commission staff members have reviewed the information submitted, which includes provider, course, and instructor applications. The courses meet the pre-licensing education, continuing education and post-license education requirements as outlined in 201 KAR Chapter 11. New courses are bolded.

**RECOMMENDATION**

Please approve the applications associated with the attached list of providers.



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**MEMORANDUM**

DATE: October 10, 2019  
FROM: Hannah Carlin, KREC Education Coordinator  
TO: Kentucky Real Estate Commission  
RE: 2019 Instructor Applications

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**BACKGROUND**

The attached list of individuals request the Commission's approval to teach real estate courses in Kentucky. Commission staff have reviewed the instructor applications and resumes. The applicants listed meet the criteria of qualified course instructors defined by 201 KAR 11:460.

**RECOMMENDATION**

Please review the list of names and approve them to teach the specified courses.

**ATTACHMENTS**

Please see the attachment for the full report.



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Marc Manley, Acting General Counsel

**MEMORANDUM**

DATE: October 8, 2019  
FROM: Hannah Carlin, KREC Education Coordinator  
TO: Kentucky Real Estate Commission  
RE: Education and Licensing Report

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**BACKGROUND**

The attached document includes the following:

- September 2019 testing statistics
- 2019 licensing statistics (by month)
- Inactive vs. Active Status statistics
- New licensee statistics

**RECOMMENDATION**

Please review. No action required.

**ATTACHMENTS**

Please see the attachment for the full report.

## 1. PSI Testing Statistics

### September 2019

Type of Exam	Passed	% Passed	Failed	% Failed	Total Exams
License Recognition-Broker	4	50.00	4	50.00	8
License Recognition-Salesperson	21	56.76	16	43.24	37
Broker- National	6	75.00	2	25.00	8
Broker- State	6	66.67	3	33.33	9
Salesperson- National	81	48.80	85	51.20	166
Salesperson- State	82	47.40	91	52.60	173
<b>TOTAL</b>	<b>200</b>	<b>49.88</b>	<b>201</b>	<b>50.12</b>	<b>401</b>

### 2019 (January-September)

Type of Exam	Passed	% Passed	Failed	% Failed	Total Exams
License Recognition-Broker	43	58.11	31	41.89	74
License Recognition-Salesperson	181	64.18	101	35.82	282
Broker- National	69	57.50	51	42.50	120
Broker- State	73	61.86	45	38.14	118
Salesperson- National	974	56.99	735	43.01	1,709
Salesperson- State	980	52.16	899	47.84	1,879
<b>TOTAL</b>	<b>2,320</b>	<b>55.48</b>	<b>1,862</b>	<b>44.52</b>	<b>4,182</b>

## 2. Licensing Statistics

### As of

Type	Active	Inactive	TOTAL
Sales Associate	11,045	6,364	17,409
Broker	4,011	901	4,912
<b>TOTAL</b>	<b>15,056</b>	<b>7,265</b>	<b>22,321</b>

**New Licenses Issued in 2019 (by month)**

<b>Month</b>	<b>Sales Associate</b>	<b>Broker</b>	<b>Total</b>
January	92	11	103
February	118	12	130
March	137	22	159
April	144	14	158
May	161	18	179
June	117	9	126
July	136	12	148
August	127	4	131
September	106	6	112
October			
November			
December			
<b>TOTAL</b>	<b>1,138</b>	<b>108</b>	<b>1,246</b>

**1. 2019 Instructor Approvals**

<b>Instructor</b>	<b>Provider Name</b>	<b>Courses</b>
Allison Bartholomew	Greater Louisville Association of Realtors	<ul style="list-style-type: none"><li data-bbox="1078 300 1393 392">• The Code of Ethics: A Promise of Professionalism</li></ul>

1. 2019 Continuing Education Courses

**CCIM Institute**

<b>Course Name- Course Number</b>	<b>Instructors</b>	<b>CE Hours</b>
<b>CI Concepts Revisited: Methods and Models (22921)</b>	Carol Campbell	6 electives
<b>CI 102 Revisited: Market Analysis Models (22922)</b>	Carol Campbell	6 electives
<b>CI 103 Revisited: User Decision Models (22923)</b>	Carol Campbell	4 electives
<b>CI 104 Revisited: Investment Decision Models (22924)</b>	Carol Campbell	5 electives

**Kentucky Board of Auctioneers**

<b>Course Name- Course Number</b>	<b>Instructors</b>	<b>CE Hours</b>
<b>Auctioneer Core Course</b>	Joe Gribbins	3 law

2. 2019 Continuing Education and Post-licensing Education Courses

**Greater Louisville Association of Realtors**

<b>Course Name- Course Number</b>	<b>Instructors</b>	<b>CE Hours</b>	<b>PLE Hours</b>
<b>Residential Measuring with ANSI (22919)</b>	Kathy Pfeffer	3 law	3 elective

3. 2019 Post-License Education Courses

**Greater Louisville Association of Realtors**

<b>Course Name- Course Number</b>	<b>Instructors</b>	<b>PLE Hours</b>
<b>FLEX Online (22920)</b>	Tyler Hill	3 technology and data security