



REAL ESTATE EXAMINING BOARD
Room 121A, 1400 East Washington Avenue, Madison
Contact: Brittany Lewin (608) 266-2112
February 20, 2014

The following agenda describes the issues that the Board plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a record of the actions of the Board.

AGENDA

10:00 A.M.

OPEN SESSION – CALL TO ORDER – ROLL CALL

- A) **Adoption of Agenda (1-4)**
- B) **10:00 a.m. Public Hearing -- REEB 22 & 26 Related to Apprentices and Inactive Licenses (5-14)**
 - 1) Review and Respond to Clearinghouse Report and Public Hearing Comments
- C) **Approval of the Minutes of January 16, 2014 (15-16)**
- D) **Administrative Matters**
 - 1) Elections of Officers, Appointment of Liaisons, and Delegations of Authority **(17-20)**
 - 2) Real Estate Curriculum and Examinations Council
 - 3) Other
- E) **Legislation and Administrative Rules Matters – Discussion and Consideration (21-32)**
 - 1) Discuss and Consider Hearing Comments, Clearinghouse
 - 2) Comments and Legislative Report (CR 13-100)
 - 3) Discuss and Consider of Adoption Order—Chs. REEB 16 & 18
 - 4) Rules Update
 - 5) chs. REEB 12 & 25 Application & Education
 - 6) chs. REEB 15 & 18 Records and Technology
 - 7) Bill(s) Status Update
- F) **Credentiailling Matters – Discussion and Consideration**
 - 1) Business Entities
 - 2) Demonstration of Online Licensure Application System (OLAS) for Real Estate Broker, Salesperson, Busines, and Timeshare **(33-34)**
 - 3) License Counts requested by the Board **(35-36)**
- G) Informational Items

- H) Discussion and Consideration of Items Received After Preparation of the Agenda:
- 1) Introductions, Announcements, and Recognition
 - 2) Presentations of Petition(s) for Summary Suspension
 - 3) Presentation of Proposed Stipulation(s), Final Decision(s) and Order(s)
 - 4) Presentation of Final Decision and Order(s)
 - 5) Informational Item(s)
 - 6) DLSC Matters
 - 7) Status of Statute and Administrative Rule Matters
 - 8) Education and Examination Matters
 - 9) Credentialing Matters
 - 10) Practice Questions
 - 11) Legislation / Administrative Rule Matters
 - 12) Liaison Report(s)
 - 13) Speaking Engagement(s), Travel, or Public Relations Request(s)
 - 14) Consulting with Legal Counsel
- I) Public Comments

CONVENE TO CLOSED SESSION to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85(1)(b), Stats.); to consider closing disciplinary investigations with administrative warnings (ss. 19.85 (1)(b), and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.); and to confer with legal counsel (s. 19.85(1)(g), Stats.).

J) **Case Closings (37-40)**

K) **Case Report (41-46)**

L) **Deliberation of Administrative Warnings**

- 1) 12REB092, R.M.S. **(47-48)**

M) **Deliberation of Review and potential discussion and consideration of Monitoring or Petition**

- 1) Nasgovitz, Charlene **(49-64)**

- N) Deliberation of Items Received After Preparation of the Agenda
 - 1) Professional Assistance Procedure (PAP)
 - 2) Monitoring Matters
 - 3) Administrative Warnings
 - 4) Review of Administrative Warning
 - 5) Proposed Stipulations, Final Decisions and Orders
 - 6) Proposed Final Decisions and Orders
 - 7) Orders Fixing Costs/Matters Related to Costs
 - 8) Petitions for Summary Suspension
 - 9) Petitions for Re-hearings
 - 10) Complaints
 - 11) Examination Issues
 - 12) Credential Issues
 - 13) Appearances from Requests Received or Renewed
 - 14) Motions

- O) Consulting with Legal Counsel

REONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION

Vote on Items Considered or Deliberated Upon in Closed Session, if Voting is Appropriate

ADJOURNMENT

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**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

| | | | |
|--|---|---|--|
| 1) Name and Title of Person Submitting the Request: Jean MacCubbin, Administrative Rules Coordinator | | 2) Date When Request Submitted: <p style="text-align: center;">20140210</p> <small>Items will be considered late if submitted after 4:30 p.m. and less than:</small> <ul style="list-style-type: none"> ▪ 10 work days before the meeting for Medical Board ▪ 14 work days before the meeting for all others | |
| 3) Name of Board, Committee, Council, Sections: Real Estate Examining Board | | | |
| 4) Meeting Date: 20140220 | 5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | 6) How should the item be titled on the agenda page? PUBLIC HEARING -- REEB 22 & 26-- Apprentices and Inactive Licenses | |
| 7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both | 8) Is an appearance before the Board being scheduled? <input type="checkbox"/> Yes (Fill out Board Appearance Request) <input type="checkbox"/> No | 9) Name of Case Advisor(s), if required: | |
| 10) Describe the issue and action that should be addressed: Hold Public Hearing for chs. REEB 22 & 26 | | | |
| 11) Jean MacCubbin Signature of person making this request | | Authorization 20140210 Date | |
| Supervisor (if required) | | Date | |
| Executive Director signature (indicates approval to add post agenda deadline item to agenda) | | | |

STATE OF WISCONSIN
REAL ESTATE EXAMINING BOARD

IN THE MATTER OF RULE-MAKING :
PROCEEDINGS BEFORE THE :
REAL ESTATE EXAMINING BOARD : NOTICE OF PUBLIC HEARING
:
:
:
:
: (CR)

NOTICE IS HEREBY GIVEN that pursuant to authority vested in the Real Estate Examining Board in ss. 15.08 (5) (b), 227.11 (2), 452.07 (1m), and 452.12 (6) (a), Stats., and interpreting ss. 452.07 (1m), 452.05 (1) (b), and 452.07, Stats, the Real Estate Examining Board will hold a public hearing at the time and place indicated below to consider an order to repeal chs. REEB 22 and 26; and amend ss. 11.01 (intro.), 11.02 (intro.) 12.04 (1) (intro.), 12.04(2) (intro.) and 25.065 (1) and (Note), relating to apprentices and inactive licenses.

Hearing Date, Time and Location

Date: February 20, 2014
Time: 10:00 a.m.
Location: 1400 East Washington Avenue*
Room 121A
Madison, Wisconsin
* Enter at 55 North Dickenson Street

APPEARANCES AT THE HEARING:

Interested persons are invited to present information at the hearing. Persons appearing may make an oral presentation but are urged to submit facts, opinions and argument in writing as well. Facts, opinions and argument may also be submitted in writing without a personal appearance by mail addressed to the Department of Safety and Professional Services, Division of Policy Development, P.O. Box 8935, Madison, Wisconsin 53708-8935. Written comments must be received at or before the public hearing to be included in the record of rule-making proceedings.

Analysis prepared by the Department of Safety and Professional Services.

ANALYSIS

Statutes interpreted: ss. 452.07 (1) and (1m), Stats.

Statutory authority: ss. 15.08 (5) (b), 227.11 (2), 452.07 (1m), and 452.12 (6) (a), Stats.

Explanation of agency authority: Examining boards are generally authorized by ss. 15.08 (5) (b) and 227.11 (2) (a), Stats., to promulgate rules for their own guidance and for guidance within the profession and to promulgate rules interpreting any statute enforced or administered by it. Under s. 452.07 (1m), Stats., the board shall advise the secretary on rulemaking relating to licensees and promulgate rules for the guidance of the real estate profession and define professional conduct and unethical practice. Section 452.12 (6) (a), Stats., sunset on October 31, 1995; it states that: “Any licensee, except a time-share salesperson registered under s. 452.025, may apply for registration as an inactive licensee on or before the license renewal date. This paragraph does not apply after October 31, 1995.”

Related statute or rule: Chapters REEB 1 to 26

Plain language analysis:

In response to Executive Order 61, the Real Estate Examining Board reviewed their rules, chapters REEB 1 to 26, and identified two areas that either no longer reflected contemporary industry practices or had sunset by state statutes.

While provided through statutory authority, s. 452.12 (6) (a), Stats., an individual may apply for a registration as an apprentice under a supervisory broker. In this review, it was determined that such the process in ch. REEB 22, relating to apprentices, is no longer followed in practice. Real estate brokers have the opportunity to train future license applicants as unlicensed professionals and do so in a less formal mentoring role within the guidelines of the duties of a supervising broker. The Board, therefore, chose to eliminate this chapter in its entirety.

Regarding the review of ch. REEB 26, inactive licenses, it was found that although a process was in place for recognizing inactive licenses, the agency had only received one application in the past 18 months and that license has since expired. In addition, s. 452.12 (6) (a), Stats., provided for applications for inactive licenses, this section sunset on October 31, 1995. The Board, therefore, chose to eliminate this chapter in its entirety.

SECTION 1. This section proposes various amendments related chapters in the REEB series (chs. REEB 1 to 26). Specifically proposed is to delete references to chs. REEB 22 and 26, and references in the renewal sections if the individual had the status of an inactive licensee and references to s. 452.12 (6), Stats., specific to inactive licensees.

SECTION 2. This section proposes to repeal both chapters REEB 22, apprentices, and REEB 26, inactive licenses.

SECTION 3. This section defines the effective date of this rule once through the rulemaking process as specified in s. 277.11 (12).

Summary of, and comparison with, existing or proposed federal regulation:

The federal government does not mandate licenses for active or inactive real estate brokers or salespersons; or are there laws regarding apprenticeships in the real estate profession.

Comparison with rules in adjacent states:

The following information is a result of an Internet-based search for the four adjacent states.

Illinois: The state of Illinois does not license or have requirements for application as a real estate apprentice. Illinois codes and law do not provide for an inactive license. [Title 68b: professions and occupations, part 1450 real estate license act of 2000]

Iowa: The state of Iowa does not license or have requirements for application as a real estate apprentice. An inactive status in Iowa is required (only) when a salesperson is no longer employed by a broker or is in the process of transferring to another broker. [Iowa code 543B.33]

Michigan: The state of Michigan does not license or have requirements for application as a real estate apprentice. Michigan law does not provide for inactive real estate licenses. [ch. 339, Article 25 of Public Act 299 of 1980]

Minnesota: The state of Minnesota does not license or have requirements for application as a real estate apprentice. Nothing in these state rules provide for an inactive license status. {MN Statutes 82}

Summary of factual data and analytical methodologies:

In the past year, the board reviewed their rules and found that the training of unlicensed individuals was more beneficial to future license applicants and supervising brokers than the process outlined in ch. REEB 22, relating to apprentices. Supervising brokers are provided with such duties in s. 452.12 (3), Stats.

Analysis and supporting documents used to determine effect on small business or in preparation of economic impact analysis:

The Real Estate Examining Board was the primary source for determining the potential impacts of both the technical and administrative elements of these rules. A responsibility of the Board is to bring forth any concerns they may be aware of or have with the current requirements and with rule changes, and any concerns for any potential economic impacts from the changes. In addition, staff was consulted to provide data on the number of inactive and apprentice licenses or requests.

Fiscal estimate and Economic Impact Analysis:

The Fiscal Estimate and Economic Impact Analysis is attached.

Initial Regulatory Flexibility Analysis or Summary:

This rule change will not have an effect on small business.

Environmental Assessment/Statement:

Not required.

Agency contact person:

Jean MacCubbin, Administrative Rules Coordinator, Department of Safety and Professional Services, Division of Policy Development, 1400 East Washington Avenue, Room 151, P.O. Box 8366 Madison, Wisconsin 53708-8366; telephone 608-266-0955 or telecommunication relay at 711; email at Jean.MacCubbin@wisconsin.gov.

Place where comments are to be submitted and deadline for submission:

Comments may be submitted to Jean MacCubbin, Administrative Rules Coordinator, Department of Safety and Professional Services, Division of Policy Development, 1400 East Washington Avenue, Room 151, P.O. Box 8366, Madison, WI 53708-8366, or by email to Jean.MacCubbin@wisconsin.gov. Comments must be received at or before the public hearing to be held on February 20, 2014 to be included in the record of rule-making proceedings.

(Text of rule begins on next page.)

TEXT OF RULE

SECTION 1. REEB 11.01 (intro.), 11.02 (intro.) 12.04 (1) (intro.), 12.04(2) (intro.) and 25.065 (1) and (Note) are amended to read:

REEB 11.01 Authority. The rules in chs. REEB 11 to ~~26~~ 25 are adopted by the board pursuant to ss. 227.11 (2), 440.03 (1) and 452.07, Stats.

REEB 11.02 Definitions. ~~As used in~~ In chs. REEB 11 to ~~26~~ 25:

REEB 12.04 (1) LESS THAN 5 YEARS. If an applicant files an application for renewal of the applicant's real estate license with the department less than 5 years after the renewal date, as defined in s. 440.01 (1) (dm), Stats., ~~and the applicant is not registered as an inactive licensee,~~ the applicant shall pay the applicable renewal fee and penalty fee specified in s. 440.08, Stats., and provide evidence of having satisfied the continuing education required by s. 452.12 (5), Stats., in one of the following manners:

(2) MORE THAN 5 YEARS. If an applicant files an application for renewal of a real estate license 5 or more years after the renewal date ~~and the applicant is not registered as an inactive licensee,~~ the applicant shall pay the late renewal fee specified in s. 440.08 (3), Stats., the examination fee specified in s. 440.05 (1) (b), Stats., and satisfy education and examination requirements, as follows:

REEB 25.065 (1) Each licensed broker and salesperson, ~~except an inactive licensee under s. 452.12 (6), Stats.,~~ shall satisfy the continuing education requirement specified in s. 452.12 (5) (c), Stats., during each licensing biennium.

Note: The contents of the continuing education programs and courses are not designated in the Wisconsin administrative code, pursuant to an exemption under s. 227.01 (13) (zj), Stats. This information may be obtained from the Wisconsin Department of Safety and Professional Services, Division of Professional Credential Processing, 1400 East Washington Avenue, P.O. Box 8935, Madison, Wisconsin 53708-8935 or accessible from the department's webpage at: <http://dsps.wi.gov>.

SECTION 2. Chapters REEB 22 and 26 are repealed.

SECTION 3. **EFFECTIVE DATE:** The rules adopted in this order shall take effect on the first day of the month following publication in the Wisconsin administrative register, pursuant to s. 227.22 (2) (intro.), Stats.

(END OF TEXT OF RULE)

COPIES OF RULE

Copies of this proposed rule are available upon request to Jean MacCubbin, Administrative Rules Coordinator, Department of Safety and Professional Services, Division of Policy Development, 1400 East Washington Avenue, P.O. Box 8366, Madison, Wisconsin 53708-8366, by email at Jean.MacCubbin@wisconsin.gov or on our website at <http://dsps.wi.gov/>.

Dated _____

Agency _____

Board Chairperson
Real Estate Examining Board

ADMINISTRATIVE RULES Fiscal Estimate & Economic Impact Analysis

1. Type of Estimate and Analysis

Original Updated Corrected

2. Administrative Rule Chapter, Title and Number

Chapters REEB 22 & 26, apprentices and inactive licenses

3. Subject

Real estate apprentices and inactive real estate licenses

4. Fund Sources Affected

GPR FED PRO PRS SEG SEG-S

5. Chapter 20, Stats. Appropriations Affected

20.165(1)(g)

6. Fiscal Effect of Implementing the Rule

No Fiscal Effect Increase Existing Revenues Increase Costs
 Indeterminate Decrease Existing Revenues Could Absorb Within Agency's Budget
 Decrease Cost

7. The Rule Will Impact the Following (Check All That Apply)

State's Economy Specific Businesses/Sectors
 Local Government Units Public Utility Rate Payers
 Small Businesses **(if checked, complete Attachment A)**

8. Would Implementation and Compliance Costs Be Greater Than \$20 million?

Yes No

9. Policy Problem Addressed by the Rule

Responding to Executive order 61, the Real Estate Examining Board found in their review of their rules that the basis of one rule chapter, ch. REEB 26 inactive licenses, providing for inactive licenses had sunset on October 31, 1995. In addition, they found that the process of having apprentices was no longer used in the industry. Supervisory real estate brokers continue to have the opportunity to train future license applicants as unlicensed professionals and do so in a less formal mentoring role within the guidelines of the duties of a supervising broker. The Board chose to repeal both chapters REEB 22 and 26.

10. Summary of the businesses, business sectors, associations representing business, local governmental units, and individuals that may be affected by the proposed rule that were contacted for comments.

Licenses particularly those in the role of supervising broker would be affected in a positive manner as they no longer be required to complete and submit forms or document training of apprentices. Within the guidelines of a supervising broker, supervising brokers could continue less formal mentoring of unlicensed individuals in preparation for examination or license application.

11. Identify the local governmental units that participated in the development of this EIA.

None known.

12. Summary of Rule's Economic and Fiscal Impact on Specific Businesses, Business Sectors, Public Utility Rate Payers, Local Governmental Units and the State's Economy as a Whole (Include Implementation and Compliance Costs Expected to be Incurred)

These rules are not expected to have a fiscal impact on small business, the state's economy as a whole, or other sectors listed above.

13. Benefits of Implementing the Rule and Alternative(s) to Implementing the Rule

With the repeal of two chapters, minimal internal efficiencies are expected to be realized. Real estate brokers, on the other hand, would continue to mentor unlicensed individuals within the guidelines for supervisory brokers.

14. Long Range Implications of Implementing the Rule

There is expected to be no foreseeable effect of this rule, as one process is rarely used and an alternative process for training exists.

15. Compare With Approaches Being Used by Federal Government

The federal government does not mandate licenses for active or inactive real estate brokers or salespersons; nor are there laws regarding apprenticeships in the real estate profession.

16. Compare With Approaches Being Used by Neighboring States (Illinois, Iowa, Michigan and Minnesota)

An Internet-based search revealed that none of the adjacent states license or have requirements for application as a real estate apprentice. Regarding inactive licenses, in Iowa requires an inactive license when a salesperson is no longer employed by a broker or is in the process of transferring to another broker; the other three states have no rules or laws pertaining to inactive status or licenses.

17. Contact Name

Jean MacCubbin

18. Contact Phone Number

608.266.0955

This document can be made available in alternate formats to individuals with disabilities upon request.

ADMINISTRATIVE RULES Fiscal Estimate & Economic Impact Analysis

ATTACHMENT A

1. Summary of Rule's Economic and Fiscal Impact on Small Businesses (Separately for each Small Business Sector, Include Implementation and Compliance Costs Expected to be Incurred)

2. Summary of the data sources used to measure the Rule's impact on Small Businesses

3. Did the agency consider the following methods to reduce the impact of the Rule on Small Businesses?

- Less Stringent Compliance or Reporting Requirements
 - Less Stringent Schedules or Deadlines for Compliance or Reporting
 - Consolidation or Simplification of Reporting Requirements
 - Establishment of performance standards in lieu of Design or Operational Standards
 - Exemption of Small Businesses from some or all requirements
 - Other, describe:
-

4. Describe the methods incorporated into the Rule that will reduce its impact on Small Businesses

5. Describe the Rule's Enforcement Provisions

6. Did the Agency prepare a Cost Benefit Analysis (if Yes, attach to form)

- Yes No
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**REAL ESTATE EXAMINING BOARD
VIRTUAL MEETING MINUTES
January 16, 2014**

PRESENT: Stephen Beers, Marie Hetzer, Randal Savaglio, Charles Szafir, and Tammy Wagner, and Michael Mulleady

ABSENT: Dennis Pierce

STAFF: Brittany Lewin, Executive Director; Gretchen Mrozinski, Legal Counsel; Daniel Agne, Bureau Assistant; and other Department staff

CALL TO ORDER

Stephen Beers, Chair, called the meeting to order at 10:03 A.M. A quorum of six (6) members was confirmed.

ADOPTION OF AGENDA

Amendments:

- The Board notes that the rule citation in Paragraph 5 of the Petition for Designation of Hearing Official in the Matter of Kevin G. Ecker, DLSC case number 13 REB 070 has been updated to read “Pursuant to Wis. Admin. Code § SPS 6.09 (1), Respondent is entitled to a hearing to show cause why an Order of Summary Suspension should be continued.”

MOTION: Randal Savaglio moved, seconded by Michael Mulleady, to adopt the agenda as amended. Motion carried unanimously.

CONVENE TO CLOSED SESSION

MOTION: Stephen Beers moved, seconded by Michael Mulleady, to convene to closed session to deliberate on cases following hearing (s. 19.85(1) (a), Stats.; consider closing disciplinary investigations with administrative warning (s. 19.85(1)(b), Stats. and 440.205, Stats., to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.; and, to confer with legal counsel (s. 19.85(1)(g), Stats.). Roll Call Vote: Stephen Beers - yes; Marie Hetzer - yes; Michael Mulleady - yes; Randal Savaglio - yes; Charles Szafir - yes; Tammy Wagner - yes. Motion carried unanimously.

The Board convened into Closed Session at 10:09 A.M.

RECONVENE TO OPEN SESSION

MOTION: Michael Mulleady moved, seconded by Stephen Beers, to reconvene in open session at 10:26 A.M. Motion carried unanimously.

DELIBERATION OF PETITION FOR SUMMARY SUSPENSION

KEVIN G.ECKER (13 REB 070)

MOTION: Marie Hetzer moved, seconded by Stephen Beers, to confirm a finding of probable cause to issue the petition for Summary Suspension on the basis that the respondent's conduct poses an imminent danger to the public and to adopt the Order of Summary Suspension in the matter of disciplinary proceedings against Kevin G. Ecker, DLSC case number 13 REB 070. Roll Call Vote: Stephen Beers - yes; Marie Hetzer - yes; Michael Mulleady - yes; Randal Savaglio - yes; Charles Szafir - yes; Tammy Wagner - yes. Motion carried unanimously.

MOTION: Stephen Beers moved, seconded by Randal Savaglio, to authorize Marie Hetzer as having the authority to act on behalf of the Board to designate a Hearing Official for any Order to Show Cause Hearing in the matter of the Summary Suspension of the license of Kevin G. Ecker. Motion carried unanimously.

MOTION: Stephen Beers moved, seconded by Michael Mulleady, to authorize Marie Hetzer as having the authority to act on behalf of the Board to approve and sign the Order of Summary Suspension in the matter of the Summary Suspension of the license of Kevin G. Ecker. Motion carried unanimously.

MOTION: Michael Mulleady moved, seconded by Tammy Wagner, to acknowledge that notice was given to Kevin G. Ecker of the Summary Suspension proceedings pursuant to Wis. Admin. Code SPS 6.05. Motion carried unanimously.

VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION, IF VOTING IS APPROPRIATE

MOTION: Tammy Wagner moved, seconded by Michael Mulleady, to affirm all votes made in Closed Session. Motion carried unanimously.

ADJOURNMENT

MOTION: Randal Savaglio moved, seconded by Michael Mulleady, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 10:32 A.M.

**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

| | | | |
|--|--|---|--|
| 1) Name and Title of Person Submitting the Request: | | 2) Date When Request Submitted: | |
| | | Items will be considered late if submitted after 4:30 p.m. and less than: <ul style="list-style-type: none"> ▪ 10 work days before the meeting for Medical Board ▪ 14 work days before the meeting for all others | |
| 3) Name of Board, Committee, Council, Sections: | | | |
| 4) Meeting Date: | 5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | 6) How should the item be titled on the agenda page? Election of Officers, Appointment of Liaisons and Delegations | |
| 7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both | 8) Is an appearance before the Board being scheduled? If yes, who is appearing? <input type="checkbox"/> Yes by <input checked="" type="checkbox"/> No | 9) Name of Case Advisor(s), if required: N/A | |
| 10) Describe the issue and action that should be addressed: <p style="margin-left: 40px;">This meeting will have an election of the standard officers of the board: Chair, Vice Chair, and Secretary. The Chair will appoint Liaisons and screening panel positions.</p> <p style="margin-left: 40px;">Below is a document relating to the delegation of Monitoring and PAP. The Board will also be delegating authorities to liaisons and staff.</p> | | | |
| 11) Authorization | | | |
| Signature of person making this request | | Date | |
| Supervisor (if required) | | Date | |
| Executive Director signature (indicates approval to add post agenda deadline item to agenda) | | Date | |
| Directions for including supporting documents: 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Board Services Bureau Director. 3. If necessary, Provide original documents needing Board Chairperson signature to the Executive Assistant prior to the start of a meeting. | | | |


Please note the following information is from the February 21, 2013 Real Estate Examining Board, and may have since been revised.

| 2013 ELECTION RESULTS | |
|------------------------------|------------------|
| Chair | Stephen Beers |
| Vice Chair | Michael Mulleady |
| Secretary | Randy Savaglio |

| 2013 LIAISON APPOINTMENTS | |
|----------------------------------|-----------------------------------|
| Credentialing | Randy Savaglio |
| DLSC | Marie Hetzer |
| Continuing Educaiton | Tammy Wagner |
| Screening Panel-Team 1 | Dennis Peirce and Stephen Beers |
| Screening Panel-Team 2 | Marie Hetzer and Michael Mulleady |
| Screening Panel-Team 3 | Randy Savaglio and Tammy Wagner |

**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

| | | | |
|--|--|--|---|
| 1) Name and Title of Person Submitting the Request: Ashley Horton Department Monitor Division of Legal Services and Compliance | | 2) Date When Request Submitted: December 20, 2013 Items will be considered late if submitted after 4:30 p.m. and less than: <ul style="list-style-type: none"> ▪ 10 work days before the meeting for Medical Board ▪ 14 work days before the meeting for all others | |
| 3) Name of Board, Committee, Council, Sections: | | | |
| 4) Meeting Date: | 5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | 6) How should the item be titled on the agenda page? Monitoring: Appointment of Monitoring Liaison and Delegated Authority Motion | |
| 7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both | | 8) Is an appearance before the Board being scheduled? <input type="checkbox"/> Yes (Fill out Board Appearance Request) <input checked="" type="checkbox"/> No | 9) Name of Case Advisor(s), if required: |
| 10) Describe the issue and action that should be addressed: 1. Appointment of 2014 Monitoring Liaison 2. Delegated Authority Motion: <i>“_____ moved, seconded by _____ to adopt/reject the Roles and Authorities Delegated to the Monitoring Liaison and Department Monitor document as presented in today’s agenda packet.”</i> | | | |
| 11) Authorization <div style="display: flex; justify-content: space-between;"> <div style="width: 40%;">  </div> <div style="width: 40%; text-align: right;"> December 20, 2013 </div> </div> <hr/> Signature of person making this request Date <hr/> Supervisor (if required) Date <hr/> Executive Director signature (indicates approval to add post agenda deadline item to agenda) Date | | | |
| Directions for including supporting documents: 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, Provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting. | | | |

Roles and Authorities Delegated to the Monitoring Liaison and Department Monitor

The Monitoring Liaison is a board designee who works with department monitors to enforce the Board's orders as explained below.

Current Authorities Delegated to the Monitoring Liaison

The Liaison may take the following actions on behalf of the Board:

1. Grant a temporary reduction in random drug screen frequency upon Respondent's request if he/she is unemployed and is otherwise compliant with Board order. The Department Monitor will draft an order and sign on behalf of the Liaison. The temporary reduction will be in effect until Respondent secures employment in the profession.
2. Grant a stay of suspension if Respondent is eligible per the Board order. The Department Monitor will draft an order and sign on behalf of the Liaison.
3. Remove the stay of suspension if there are repeated violations or a substantial violation of the Board order. The Department Monitor will draft an order and sign on behalf of the Liaison.
4. Grant or deny approval when Respondent proposes continuing/remedial education courses, treatment providers, mentors, supervisors, change of employment, etc. unless the order specifically requires full-Board approval. The Department Monitor will notify Respondent of the Liaison's decision.
5. Grant a maximum 90-day extension, if warranted and requested in writing by Respondent, to complete Board-ordered CE, pay proceeding costs, and/or pay forfeitures upon Respondent's request.

Current Authorities Delegated to the Department Monitor

The Department Monitor may take the following actions on behalf of the Board, draft an order and sign:

1. Grant full reinstatement of licensure if CE is the sole condition of the limitation and Respondent has submitted the required proof of completion for approved courses.
2. Suspend the license if Respondent has not completed Board-ordered CE and/or paid costs and forfeitures within the time specified by the Board order. The Department Monitor may remove the suspension and issue an order when proof completion and/or payment have been received.

Clarification

1. In conjunction with removal of any stay of suspension, the Liaison may prohibit Respondent from seeking reinstatement of the stay for a specified period of time. (This is consistent with current practice.)

**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

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|---|---|---|--|
| 1) Name and Title of Person Submitting the Request: Jean MacCubbin, Administrative Rules Coordinator | | 2) Date When Request Submitted: <p style="text-align: center;">20140210</p> <small>Items will be considered late if submitted after 4:30 p.m. and less than:</small> <ul style="list-style-type: none"> ▪ 10 work days before the meeting for Medical Board ▪ 14 work days before the meeting for all others | |
| 3) Name of Board, Committee, Council, Sections: Real Estate Examining Board | | | |
| 4) Meeting Date: 20140220 | 5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | 6) How should the item be titled on the agenda page? LEG_ADMIN MATTERS 1. Discuss and Consider Hearing Comments, Clearinghouse Comments and Legislative Report (CR 13-100) 2. Discuss and Consider Adoption Order—Chs. REEB 16 & 18 3. Rules Update— chs. REEB 12 & 25 Application & Education chs. REEB 15 & 18 Records and Technology 4. Bill(s) Status Update, if any | |
| 7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both | 8) Is an appearance before the Board being scheduled? <input type="checkbox"/> Yes (Fill out Board Appearance Request) <input type="checkbox"/> No | 9) Name of Case Advisor(s), if required: | |
| 10) Describe the issue and action that should be addressed: 1. Chs. REEB 22 & 26: Discuss and Consider Public Hearing Comments, Clearinghouse Comments and Legislative Report MOTION #8: First moved, seconded by Second, to accept all Clearinghouse comments for CR 13-100 relating to Apprentices and Inactive Licenses. Motion carried unanimously. MOTION #10: First moved, seconded by Second, to authorize the Chair (or other member) to approve the Legislative Report and Draft for Clearinghouse Rule #13-100 repealing chs. REEB 22 & 26, relating to Apprentices and Inactive Licenses for submission to the Governor's Office and Legislature. Motion carried unanimously. 2. Chs. REEB 16 & 18: Discuss and Consider Adption Order (pending status of JCRAR) MOTION #11: First moved, seconded by Second, to designate the chair to approve the Adoption Order for Clearinghouse Rule 13-073, ch. REEB 16, forms and legal advice, pending final action by JCRAR. Motion carried unanimously. MOTION #11: First moved, seconded by Second, to designate the chair to approve the Adoption Order for Clearinghouse Rule 13-072, ch. REEB 18, trust accounts, pending final action by JCRAR. Motion carried 3. Verbal Update on Rule Drafting and Timelines (chs. REEB 12 & 25, and 15 & 18) 4. Verbal Update on Bill(s) Statatus | | | |
| 11) Jean MacCubbin Signature of person making this request | | Authorization 20140210 Date Supervisor (if required) Executive Director signature (indicates approval to add post agenda deadline item to agenda) | |
| | | Date Date | |



WISCONSIN LEGISLATIVE COUNCIL RULES CLEARINGHOUSE

Scott Grosz and Jessica Karls-Ruplinger
Clearinghouse Co-Directors

Terry C. Anderson
Legislative Council Director

Laura D. Rose
Legislative Council Deputy Director

CLEARINGHOUSE RULE 13-100

Comments

[NOTE: All citations to “Manual” in the comments below are to the Administrative Rules Procedures Manual, prepared by the Legislative Reference Bureau and the Legislative Council Staff, dated November 2011.]

2. Form, Style and Placement in Administrative Code

a. In the introductory clause, “REEB” should be inserted before “11.01”. In addition, a comma should be inserted after “11.02 (intro.)”.

b. SECTION 1 of the rule-making order should be rewritten to conform to proper drafting style. Specifically, the contents of that SECTION should be separated out into individual SECTIONS as necessary so that only consecutively numbered rule sections affected in their entirety by the same treatment, or two or more subparts of the same rule section affected by the same treatment, are included in a single SECTION of the rule-making order. [s. 1.04 (2), Manual.]

c. In SECTION 1, the “(intro.)” after “11.01” in the treatment clause should be removed. The introductory clause should also be modified to reflect this change.

4. Adequacy of References to Related Statutes, Rules and Forms

a. In the statutory authority and explanation of agency authority sections, the reference to s. 452.07 (1m), Stats., should be replaced with a reference to s. 452.07 (1), Stats.

b. In the second paragraph of the plain language analysis, it appears that the statutory citation pertaining to apprenticeships is incorrect and should be changed to s. 452.09 (5), Stats.

c. In the description of SECTION 3 in the plain language analysis, it appears that the reference to s. 277.11 (12), Stats., should be replaced with a reference to s. 227.22 (2) (intro.), Stats.



WISCONSIN LEGISLATIVE COUNCIL RULES CLEARINGHOUSE

Scott Grosz and Jessica Karls-Ruplinger
Clearinghouse Co-Directors

Terry C. Anderson
Legislative Council Director

Laura D. Rose
Legislative Council Deputy Director

CLEARINGHOUSE REPORT TO AGENCY

[THIS REPORT HAS BEEN PREPARED PURSUANT TO S. 227.15, STATS. THIS IS A REPORT ON A RULE AS ORIGINALLY PROPOSED BY THE AGENCY; THE REPORT MAY NOT REFLECT THE FINAL CONTENT OF THE RULE IN FINAL DRAFT FORM AS IT WILL BE SUBMITTED TO THE LEGISLATURE. THIS REPORT CONSTITUTES A REVIEW OF, BUT NOT APPROVAL OR DISAPPROVAL OF, THE SUBSTANTIVE CONTENT AND TECHNICAL ACCURACY OF THE RULE.]

CLEARINGHOUSE RULE **13-100**

AN ORDER to repeal chs. REEB 22 and 26; and to amend REEB 11.01 (intro.), 11.02 (intro.), 12.04 (1) (intro.) and (2) (intro.) and 25.065 (1) and (Note), relating to apprentices and inactive licenses.

Submitted by **DEPARTMENT OF SAFETY AND PROFESSIONAL SERVICES**

11-26-2013 RECEIVED BY LEGISLATIVE COUNCIL.

12-18-2013 REPORT SENT TO AGENCY.

JKR:MM

LEGISLATIVE COUNCIL RULES CLEARINGHOUSE REPORT

This rule has been reviewed by the Rules Clearinghouse. Based on that review, comments are reported as noted below:

1. STATUTORY AUTHORITY [s. 227.15 (2) (a)]
Comment Attached YES NO

2. FORM, STYLE AND PLACEMENT IN ADMINISTRATIVE CODE [s. 227.15 (2) (c)]
Comment Attached YES NO

3. CONFLICT WITH OR DUPLICATION OF EXISTING RULES [s. 227.15 (2) (d)]
Comment Attached YES NO

4. ADEQUACY OF REFERENCES TO RELATED STATUTES, RULES AND FORMS
[s. 227.15 (2) (e)]
Comment Attached YES NO

5. CLARITY, GRAMMAR, PUNCTUATION AND USE OF PLAIN LANGUAGE [s. 227.15 (2) (f)]
Comment Attached YES NO

6. POTENTIAL CONFLICTS WITH, AND COMPARABILITY TO, RELATED FEDERAL
REGULATIONS [s. 227.15 (2) (g)]
Comment Attached YES NO

7. COMPLIANCE WITH PERMIT ACTION DEADLINE REQUIREMENTS [s. 227.15 (2) (h)]
Comment Attached YES NO

STATE OF WISCONSIN
REAL ESTATE EXAMINING BOARD

| | | |
|-----------------------------|---|-----------------------------|
| IN THE MATTER OF RULEMAKING | : | ORDER OF THE |
| PROCEEDINGS BEFORE THE | : | REAL ESTATE EXAMINING BOARD |
| REAL ESTATE EXAMINING BOARD | : | ADOPTING RULES |
| | : | (CLEARINGHOUSE RULE 13-100) |

PROPOSED ORDER

An order of the Real Estate Examining Board to repeal chs. REEB 22 and 26; and amend ss. **REEB** 11.01, 11.02 (intro.) 12.04 (1) (intro.), 12.04(2) (intro.) and 25.065 (1) and (Note), relating to apprentices and inactive licenses.

Analysis prepared by the Department of Safety and Professional Services.

ANALYSIS

Statutes interpreted: ss. 452.07 (1) and (1m), Stats.

Statutory authority: ss. 15.08 (5) (b), 227.11 (2), 452.07 (1), and **452.09 (5)**, Stats.

Explanation of agency authority: Examining boards are generally authorized by ss. 15.08 (5) (b) and 227.11 (2) (a), Stats., to promulgate rules for their own guidance and for guidance within the profession and to promulgate rules interpreting any statute enforced or administered by it. Under s. 452.07 (1m), Stats., the board shall advise the secretary on rulemaking relating to licensees and promulgate rules for the guidance of the real estate profession and define professional conduct and unethical practice. Section 452.12 (6) (a), Stats., sunset on October 31, 1995; it states that: “Any licensee, except a time-share salesperson registered under s. 452.025, may apply for registration as an inactive licensee on or before the license renewal date. This paragraph does not apply after October 31, 1995.”

Related statute or rule: Chapters REEB 1 to 26

Plain language analysis:

In response to Executive Order 61, the Real Estate Examining Board reviewed their rules, chapters REEB 1 to 26, and identified two areas that either no longer reflected contemporary industry practices or had sunset by state statutes.

While provided through statutory authority, s. 452.09 (5), Stats., an individual may apply for a registration as an apprentice under a supervisory broker. In this review, it was determined that such the process in ch. REEB 22, relating to apprentices, is no longer followed in practice. Real estate brokers have the opportunity to train future license applicants as unlicensed professionals and do so in a less formal mentoring role within the guidelines of the duties of a supervising broker. The Board, therefore, chose to eliminate this chapter in its entirety.

Regarding the review of ch. REEB 26, inactive licenses, it was found that although a process was in place for recognizing inactive licenses, the agency had only received one application in the past 18 months and that license has since expired. In addition, s. 452.12 (6) (a), Stats., provided for applications for inactive licenses, this section sunset on October 31, 1995. The Board, therefore, chose to eliminate this chapter in its entirety.

SECTIONS 1. and 3. These sections propose various amendments related chapters in the REEB series (chs. REEB 1 to 26). Specifically proposed is to delete references to chs. REEB 22 and 26, and references in the renewal sections if the individual had the status of an inactive licensee and references to s. 452.12 (6), Stats., specific to inactive licensees.

SECTIONS 2. and 4. These sections propose to repeal both chapters REEB 22, apprentices, and REEB 26, inactive licenses.

SECTION 5. This section defines the effective date of this rule once through the rulemaking process as specified in s. 277.22 (2) (intro.).

Summary of, and comparison with, existing or proposed federal regulation:

The federal government does not mandate licenses for active or inactive real estate brokers or salespersons; or are there laws regarding apprenticeships in the real estate profession.

Comparison with rules in adjacent states:

The following information is a result of an Internet-based search for the four adjacent states.

Illinois: The state of Illinois does not license or have requirements for application as a real estate apprentice. Illinois codes and law do not provide for an inactive license. [Title 68b: professions and occupations, part 1450 real estate license act of 2000]

Iowa: The state of Iowa does not license or have requirements for application as a real estate apprentice. An inactive status in Iowa is required (only) when a salesperson is no longer employed by a broker or is in the process of transferring to another broker. [Iowa code 543B.33]

Michigan: The state of Michigan does not license or have requirements for application as a real estate apprentice. Michigan law does not provide for inactive real estate licenses. [ch. 339, Article 25 of Public Act 299 of 1980]

Minnesota: The state of Minnesota does not license or have requirements for application as a real estate apprentice. Nothing in these state rules provide for an inactive license status. [MN Statutes 82]

Summary of factual data and analytical methodologies:

In the past year, the board reviewed their rules and found that the training of unlicensed individuals was more beneficial to future license applicants and supervising brokers than the process outlined in ch. REEB 22, relating to apprentices. Supervising brokers are provided with such duties in s. 452.12 (3), Stats.

Analysis and supporting documents used to determine effect on small business or in preparation of economic impact analysis:

The Real Estate Examining Board was the primary source for determining the potential impacts of both the technical and administrative elements of these rules. A responsibility of the Board is to bring forth any concerns they may be aware of or have with the current requirements and with rule changes, and any concerns for any potential economic impacts from the changes. In addition, staff was consulted to provide data on the number of inactive and apprentice licenses or requests.

Fiscal Estimate and Economic Impact Analysis:

The Fiscal Estimate and Economic Impact Analysis is attached.

Effect on small business:

These proposed rules do not have an economic impact on small businesses, as defined in s. 227.114 (1), Stats. The Department's Regulatory Review Coordinator may be contacted by email at Tom.Engels@wisconsin.gov, or by calling (608) 266-8608.

Agency contact person:

Jean MacCubbin, Administrative Rules Coordinator, Department of Safety and Professional Services, Division of Policy Development, 1400 East Washington Avenue, Room 151, P.O. Box 8366 Madison, Wisconsin 53708-8366; telephone 608-266-0955 or telecommunication relay at 711; email at Jean.MacCubbin@wisconsin.gov.

TEXT OF RULE

SECTION 1. REEB 11.01, 11.02 (intro.) 12.04 (1) (intro.), and 12.04(2) (intro.) are amended to read:

REEB 11.01 Authority. The rules in chs. REEB 11 to-~~26~~ 25 are adopted by the board pursuant to ss. 227.11 (2), 440.03 (1) and 452.07, Stats.

REEB 11.02 Definitions. ~~As used in~~ In chs. REEB 11 to-~~26~~ 25:

REEB 12.04 (1) LESS THAN 5 YEARS. If an applicant files an application for renewal of the applicant's real estate license with the department less than 5 years after the renewal date, as defined in s. 440.01 (1) (dm), Stats., ~~and the applicant is not registered as an inactive licensee,~~ the applicant shall pay the applicable renewal fee and penalty fee specified in s. 440.08, Stats., and provide evidence of having satisfied the continuing education required by s. 452.12 (5), Stats., in one of the following manners:

(2) MORE THAN 5 YEARS. If an applicant files an application for renewal of a real estate license 5 or more years after the renewal date ~~and the applicant is not registered as an inactive licensee,~~ the applicant shall pay the late renewal fee specified in s. 440.08 (3), Stats., the examination fee specified in s. 440.05 (1) (b), Stats., and satisfy education and examination requirements, as follows:

SECTION 2. Chapter REEB 22 is repealed.

SECTION 3. REEB 25.065 (1) and Note are amended to read:

REEB 25.065 (1) Each licensed broker and salesperson, ~~except an inactive licensee under s. 452.12 (6), Stats.,~~ shall satisfy the continuing education requirement specified in s. 452.12 (5) (c), Stats., during each licensing biennium.

Note: The contents of the continuing education programs and courses are not designated in the Wisconsin administrative code, pursuant to an exemption under s. 227.01 (13) (zj), Stats. This information may be obtained from the Wisconsin Department of Safety and Professional Services, Division of Professional Credential Processing, 1400 East Washington Avenue, P.O. Box 8935, Madison, Wisconsin 53708-8935 or accessible from the department's webpage at: <http://dsps.wi.gov>.

SECTION 4. Chapter REEB 26 is repealed.

SECTION 5. EFFECTIVE DATE: The rules adopted in this order shall take effect on the first day of the month following publication in the Wisconsin administrative register, pursuant to s. 227.22 (2) (intro.), Stats.

(END OF TEXT OF RULE)

The rules adopted in this order shall take effect on the first day of the month following publication in the Wisconsin administrative register, pursuant to s. 227.22 (2) (intro.), Stats.

Dated _____

Agency _____

Board Chairperson
Real Estate Examining Board

**STATE OF WISCONSIN
REAL ESTATE EXAMINING BOARD**

**IN THE MATTER OF RULEMAKING :
PROCEEDINGS BEFORE THE : REPORT TO THE LEGISLATURE
REAL ESTATE EXAMINING BOARD : CR 13-100
:
:
:**

I. THE PROPOSED RULE:

The proposed rule, including the analysis and text, is attached.

II. REFERENCE TO APPLICABLE FORMS:

No forms were created or repealed in these proposed rules.

III. FISCAL ESTIMATE AND EIA:

The Fiscal Estimate and EIA is attached.

IV. DETAILED STATEMENT EXPLAINING THE BASIS AND PURPOSE OF THE PROPOSED RULE, INCLUDING HOW THE PROPOSED RULE ADVANCES RELEVANT STATUTORY GOALS OR PURPOSES:

In response to Executive Order 61, the Real Estate Examining Board reviewed their rules, chapters REEB 1 to 26, and identified two areas that either no longer reflected contemporary industry practices or had sunset by state statutes.

As provided through statutory authority, s. 452.12 (6) (a), Stats., an individual may apply for a registration as an apprentice under a supervisory broker. In this review, it was determined that such process in ch. REEB 22, relating to apprentices, is no longer followed in practice. Real estate brokers have the opportunity to train future license applicants as unlicensed professionals and do so in a less formal mentoring role within the guidelines of the duties of a supervising broker. The Board, therefore, chose to eliminate this chapter in its entirety.

Regarding the review of ch. REEB 26, inactive licenses, it was found that although a process was in place for recognizing inactive licenses, the agency had only received one application in the past 18 months and that license has since expired. In addition, s. 452.12 (6) (a), Stats., provided for applications for inactive licenses, this section sunset on October 31, 1995. The Board, therefore, chose to eliminate this chapter in its entirety.

V. SUMMARY OF PUBLIC COMMENTS AND THE BOARD’S RESPONSES, EXPLANATION OF MODIFICATIONS TO PROPOSED RULES PROMPTED BY PUBLIC COMMENTS:

The Real Estate Examining Board held a public hearing on **February 20, 2014**. The following people either testified at the hearing, or submitted written comments:

The Real Estate Examining Board summarizes the comments received either by hearing testimony or by written submission as follows:

The Real Estate Examining Board explains modifications to its rule-making proposal prompted by public comments as follows:

VI. RESPONSE TO LEGISLATIVE COUNCIL STAFF RECOMMENDATIONS:

All of the recommendations suggested in the Clearinghouse Report have been accepted in whole.

VII. REPORT FROM THE SBRRB AND FINAL REGULATORY FLEXIBILITY ANALYSIS:

These rules were not submitted to the Small Business Regulatory Review Board.

These rules will not have a significant economic impact on a substantial number of small businesses.

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**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

| | | | |
|---|--|---|--|
| 1) Name and Title of Person Submitting the Request: Carolann Puster, Program and Policy Analyst on behalf of Business Unit Records Management Supervisor | | 2) Date When Request Submitted: 1/14/2014 Items will be considered late if submitted after 4:30 p.m. on the deadline date: <ul style="list-style-type: none"> ▪ 8 business days before the meeting for paperless boards ▪ 14 business days before the meeting for all others | |
| 3) Name of Board, Committee, Council, Sections: Real Estate Examining Board | | | |
| 4) Meeting Date: 2/20/2014 | 5) Attachments: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | 6) How should the item be titled on the agenda page? Demonstration of Online Licensure Application System (OLAS) for Real Estate Broker, Salesperson, Business, and Timeshare | |
| 7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both | 8) Is an appearance before the Board being scheduled? <input checked="" type="checkbox"/> Yes (Fill out Board Appearance Request) <input type="checkbox"/> No | 9) Name of Case Advisor(s), if required: | |
| 10) Describe the issue and action that should be addressed: Brief demonstration of OLAS | | | |
| 11) Authorization | | | |
| Carolann Puster | | 1/14/2014 | |
| Signature of person making this request | | Date | |
| Supervisor (if required) | | Date | |
| Executive Director signature (indicates approval to add post agenda deadline item to agenda) Date | | | |
| Directions for including supporting documents: 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, Provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting. | | | |

BOARD APPEARANCE REQUEST FORM

Appearance Information

Board Name: Real Estate Examining Board

Board Meeting Date: 2/20/2014

Person Submitting Agenda Request: Carolann Puster

Person(s) requesting an appearance: Kirsten Reader, Carolann Puster (or new Business Supervisor), DET staff

(NOTE: Contact information is not required for Department staff.)

Reason for Appearance: Give Brief Demonstration of OLAS to Board

AppearanceContact Information

(NOTE: If the appearing party is represented by an attorney skip the "AppearanceContact Information" section and complete the "Attorney Contact Information" section.)

Mailing address:

Email address:

Telephone #:

Attorney Contact Information

Attorney Name:

Attorney's mailing address:

Attorney's e-mail address:

Attorney's telephone #:

**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

| 1) Name and Title of Person Submitting the Request: Carolann Puster, Program and Policy Analyst on behalf of Business Unit Records Management Supervisor | | 2) Date When Request Submitted: 1/14/2014 Items will be considered late if submitted after 4:30 p.m. on the deadline date: <ul style="list-style-type: none"> ▪ 8 business days before the meeting for paperless boards ▪ 14 business days before the meeting for all others | | | | | | | | | | | | | |
|---|--|---|-----------|--|-----------|-----------|-----------|--------------|--------|-------|-------|----------|--------|--------|--------|
| 3) Name of Board, Committee, Council, Sections: Real Estate Examining Board | | | | | | | | | | | | | | | |
| 4) Meeting Date: 2/20/2014 | 5) Attachments: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | 6) How should the item be titled on the agenda page? License Counts requested by Board at August 2013 meeting | | | | | | | | | | | | | |
| 7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both | 8) Is an appearance before the Board being scheduled? <input type="checkbox"/> Yes (Fill out Board Appearance Request) <input checked="" type="checkbox"/> No | 9) Name of Case Advisor(s), if required: | | | | | | | | | | | | | |
| 10) Describe the issue and action that should be addressed: Current License Counts for Salespeople and Brokers (counts taken 1/15/2014), compared to counts from 7/15/13 and 1/15/13: <table style="margin-left: 40px; margin-top: 10px;"> <thead> <tr> <th></th> <th style="text-align: center;">1/15/2014</th> <th style="text-align: center;">7/15/2013</th> <th style="text-align: center;">1/15/2013</th> </tr> </thead> <tbody> <tr> <td>Salespeople:</td> <td style="text-align: center;">10,382</td> <td style="text-align: center;">9,528</td> <td style="text-align: center;">8,283</td> </tr> <tr> <td>Brokers:</td> <td style="text-align: center;">10,782</td> <td style="text-align: center;">10,520</td> <td style="text-align: center;">10,012</td> </tr> </tbody> </table> | | | | | 1/15/2014 | 7/15/2013 | 1/15/2013 | Salespeople: | 10,382 | 9,528 | 8,283 | Brokers: | 10,782 | 10,520 | 10,012 |
| | 1/15/2014 | 7/15/2013 | 1/15/2013 | | | | | | | | | | | | |
| Salespeople: | 10,382 | 9,528 | 8,283 | | | | | | | | | | | | |
| Brokers: | 10,782 | 10,520 | 10,012 | | | | | | | | | | | | |
| 11) Authorization | | | | | | | | | | | | | | | |
| Carolann Puster | | 1/14/2014 | | | | | | | | | | | | | |
| Signature of person making this request | | Date | | | | | | | | | | | | | |
| Supervisor (if required) | | Date | | | | | | | | | | | | | |
| Executive Director signature (indicates approval to add post agenda deadline item to agenda) Date | | | | | | | | | | | | | | | |
| Directions for including supporting documents: 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, Provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting. | | | | | | | | | | | | | | | |

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