

## Arizona Real Estate Advisory Board Meeting Minutes

Wednesday  
July 22, 2020  
10:00 a.m. - Noon  
Arizona Department of Real Estate  
Telephonically- Google Meet  
100 North 15<sup>th</sup> Avenue Suite 201  
Phoenix, Arizona 85007

- I. Call to Order – Nicole LaSlavic, Chair  
Chair LaSlavic called the meeting to order at 10:02 am.

- II. Introductions & Welcome

**Members present all telephonically:**

Nicole LaSlavic, Chair  
Charlie Bowles, Vice-Chair  
Carla Bowen  
Karen Bohler  
Kim Clifton  
Bill Gray  
Nedra Halley  
Bruce Jacobs  
D. Christopher Ward

**Absent:**

Justin Rollins

**ADRE Representatives present:**

Judy Lowe, Commissioner  
Louis Dettorre, Deputy Commissioner (DC)  
Abby Hansen, Chief of Staff (COS)  
Lancing Adams, Assistant Commissioner of Licensing Services (AC)

III. Approval of June 3, 2020 Meeting Minutes.

Chair LaSlavic asked for a Motion to approve the June 3, 2020 Meeting Minutes. Upon a motion by Member Clifton, seconded by Member Halley, the Minutes of the June 3, 2020 meeting were unanimously approved.

IV. Call to the public-

No one from the public asked to speak.

V. Advisory Board Member Facilitator Reports

- Member Gray stated he had one inquiry asking if time-share cancellation companies require a real estate license. Commissioner Lowe stated it depends on what services the company offers and the Department has found that most do employ real estate licensees. Commissioner Lowe stated the Department would need specifics regarding the company to determine if they are involved in real estate activity that requires a license.
- Member Clifton received two advertising issues and forwarded them to the Department.
- Member Bowen stated she had two issues, one, the ongoing Fix & Flips where owner/builders are using unlicensed subcontractors, the other is a company coming into Navajo County and offering to purchase homes then placing a lien on the title. She referred them to the Department to file a complaint.

VI. Arizona Department of Real Estate Reports

DC Dettorre provided a presentation reviewing information and statistics for the Department including the following:

- Licensing
- Education, discussing briefly the Host Remote Workgroup that was established to address the needs brought on by COVID-19. Commissioner Lowe recognized and thanked the Host Remote Workgroup and noted that Member Gray was one of the participants.
- Development Services, Subdivision Public Report Applications
- Recovery fund applications and fund balance
- Message center
- Department external communication formats
- Noted a few of the IT accomplishments allowing for more transactions to be completed online.
- An overview of the new Department website was provided.

AC Adams provided a brief presentation highlighting licensing, education and development services.

- Member Clifton asked if the Department knew the number of Out of State License Recognition applicants. AC Adams stated that he believed the total is “roughly 100”, and noted that the number of Universal License Recognition (ULR) exam takers is now included within the monthly education statistics posted on the Department website.
- Member Bohler asked what ULR was, AC Adams stated Universal License Recognition.

Commissioner Lowe stated that the Department has been adhering to the stay/work from home directive issued by the Governor. Eight to ten staff are in the office, while the balance of the staff are working from home.

- The Association of Real Estate License Law Officials (ARELLO) annual mid-year conference was held virtually this past May and had record attendance. The September conference will be held virtually as well.
- Commissioner Lowe is currently serving on three committees and two workgroups at ARELLO.
  - License portability workgroup
  - Challenges to occupational licensing workgroup
  - Program Committee
  - Distance Learning Education Certification Committee
  - Law & Regulation Committee

VII. Next Scheduled Meeting – October 21,2020  
To be determined if it will be onsite or telephonic.

VIII. Adjournment at 11:10  
Motion to adjourn by Chair LaSlavic.  
All Members in favor.

*Respectfully submitted this 21nd day of October, 2020*  
*Real Estate Advisory Board*

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*Nicole LaSlavic, Chair*