

STATE OF ALASKA
DEPARTMENT OF COMMERCE, COMMUNITY & ECONOMIC DEVELOPMENT
DIVISION OF CORPORATIONS, BUSINESS AND PROFESSIONAL LICENSING

**REAL ESTATE COMMISSION
WORK MEETING
MEETING MINUTES**

May 15, 2025

By the authority of AS 08.01.070(2), and in compliance with the provisions of AS 44.62, Article 6, a scheduled work meeting of the Real Estate Commission was held May 15, 2025, Anchorage AK, via Zoom.

Thursday, May 15, 2025

Agenda Item 1 - Call to Order

Chairperson Cheryl Markwood called the meeting to order at 9:01 am.
No quorum needed for a work meeting.

Present via Zoom

Cheryl Markwood, Commission member, Broker, Broker at Large, Chairperson, Fairbanks
Traci Heaton, Broker, Commission member 1st Judicial District, Juneau
Lonnie Logan, Broker, Commission member, Broker at Large
Francisca Tracy, Compliance Analyst, The CE Shop, PA
Jerry Royse, Broker and RE Educator, Royse & Associates, Anchorage
Victoria Roberts, Broker, EXP Realty,
Lane Rau, Broker, Real Results Realty, Anchorage
Season Baker, Broker, Alaska Real Estate 49, LLC, Wasilla
Teague Russel, Salesperson, Anchorage
Annelise Henley, Education Provider, WebCE, NC
Paul Callaway, Associate Broker, EXP Realty LLC – Anchorage, Anchorage

Staff Present:

Nancy Harris, Executive Administrator, Real Estate Commission (REC)
Kery Givens, Licensing Examiner 2, Real Estate Commission (REC)
Lorina Rogers, Licensing Examiner 3, Board of Real Estate Appraisers (APR)
Stephanie Davis, Regulation Specialist, CBPL

Agenda Item 2 -Approval of Agenda

Ms. Markwood asked if there was a consensus of the agenda.
There was no opposition to the agenda presented.

Agenda Item 3 – Introductions

All individuals attending meeting introduced themselves, said where they work, and a little bit about themselves.

Agenda Item 4 – Public Comment

Mr. Royse, Broker and real estate educator, stated he appreciated the amount of effort and research that was completed on gathering of the team information from multiple states. He knows that was not easy.

Ms. Markwood asked that Ms. Harris speak to the Governor's Administrative Order 358 that was recently put in effect.

Ms. Harris stated that the Governor's Administrative Order 358 went into effect on May 9, 2025, due to decreased oil prices and other factors. This administrative order placed a freeze on travel, hiring and regulation projects. However, the Commission can continue to work on regulations projects so that when the admin order is lifted regulation projects can be can move forward.

Stephanie Davis, the regulation specialist for CBPL, expanded on Ms. Harris' statement. She said the division is encouraging boards to go through and gather as many regulations changes as they want and have one large regulation project/packet to send to DOL once the admin order is amended or rescinded. Any regulation project that did not go out for public comment before the Admin Order went into effect will have to wait until the Admin Order is rescinded to go out for public comment.

Agenda Item 5– Topics for review and discussion.

5(a)- 12 AAC 64.063(a)(2)-

5(b)- 12 AAC 64.064(g)and (h)-

5(c) – 12 AAC 64.064.075(f)-

5(d)– 12 AAC 64.110(a) and (b)-

Ms. Harris gave an overview and summary of regulations on agenda items 5 (a-d). 12 AAC 64.063(a)(2), 12 AAC 64.064(g) and (h), 12 AAC 64.075(f), and 12 AAC 64.110(a)and (b).

There was discussion on changes to AAC 64.110(a) and (b) to add "location in the state of AK".

Ms. Davis, regulation specialist for CBPL, stated as a point of clarification that per the direction of DOL the verbiage "in the state" means in Alaska.

Commission members discussed proposed change to 12 AAC 64.110(a) and (b). with a recommendation to replace the word "this" to "the" in the sentence in (a)

- (a) A real estate broker holding an active license shall establish and maintain a **physical** principal office in ~~this~~ **the** state. The office in which the broker works and maintains broker's license is the **physical** principal office of the broker.
- (b) A broker who maintains offices or branch offices other than the **physical** principal office or **physical** branch shall have an associate broker in charge of each branch office. If a broker has an associate broker in charge of an office, the broker is responsible for supervision of the associate broker. The operation of a branch office without licensed personnel or without an associate broker in charge is grounds for suspension or revocation of the broker's license.

Discussion brought up that an office is required to have a legal acceptance of service that would require a physical office. (12 AAC 64.110(g) (2)- provide for acceptance of legal service at the business address register with the commission.)

5(e) - 12 AAC 64.130(8) - Advertising –size of text of office name vs team name

Ms. Harris gave quick overview of the proposed regulation 12 AAC 64.130(8).

Ms. Heaton addressed the information that she and Ms. Schok collected from other jurisdictions with regards to their requirements and restrictions in advertising and asked the work group questions on what they would like to see.

The topics discussed by work group were:

- Other states requirements and restrictions in advertising
- Brokerage name more prominent than team name or alternative name
- Team leaders required to be broker
- Alternative name. Becoming more common and confusing to public
- Requirements more restrictive to protect the public or more lenient
- Information required so the public knows who to call for complaints
- Team or brokage an entity, should manager of entity be included
- Licensees are independent contractors. Be careful of restrictions of team and business names
- Broker's name and contact information required
- More clarity for consumer protection
- Associate Broker in charge of team with transaction experience
- Add definition of prominent to regulation 12 AAC 64.900 Definitions
- Strengthen regulations of supervision; 12 AAC 64.125. List of items broker and/or associate broker, supervisor, responsible to ensure completed:
 - licensee's license is current
 - PLE is completed/compliant
 - entity is current and in compliance
 - BL is current
 - Auto insurance is the correct policy to protect public
 - Make sure the AB or B has access to online/account password
- Who is responsible to oversee these items, AB or B?
- Have options, do not penalize brokerages that are advertising correctly
- Supervision- possible expansion of regulation 12 AAC 64.125 with list of requirements
- Add definition of prominent in 12 AAC 64.990.

Ms. Harris gave an overview and summary of regulations on agenda items 5(e) and (f), 12 AAC 64.065(5)(c) and 12 AAC 64.078(b)(2), minor revisions/cleanup of regulations.

Ms. Markwood stated that the topic of supervision will be placed on the next meeting agenda as well as the strategic plan for further discussion.

Ms. Markwood thanked everyone for their attendance and discussion at this work meeting.

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147 Meeting adjourned at 10:26 a.m.
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149 Prepared and submitted by:
150 Real Estate Commission Staff

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152 Approved:

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Cheryl Markwood
156 REC Chairperson
157 Alaska Real Estate Commission