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**VIRTUAL/TELECONFERENCE  
REAL ESTATE EXAMINING BOARD  
Virtual, 4822 Madison Yards Way, Madison  
Adam Barr (608) 266-2112  
April 15, 2021**

*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. Approval of Minutes of February 18, 2021 (5-13)**
- C. Reminders: Conflicts of Interest, Scheduling Concerns
- D. Introductions, Announcements and Recognition
- E. Public Hearing on CR 21-018, REEB 12 Relating to Predetermination and Obsolete References (14)**
- F. Administrative Matters**
  - 1) Department, Staff and Board Updates
  - 2) Delegation of Credentialing Authorities **(15)**
  - 3) Board Members – Term Expiration Dates
- G. Legislative and Policy Matters – Discussion and Consideration
- H. Administrative Rules Matters – Discussion and Consideration (16)**
  - 1) REEB 12 Relating to Predetermination and Obsolete References **(17-24)**
  - 2) REEB 24 Relating to Conduct and Ethical Practices **(25-35)**
  - 3) Pending or Possible Rulemaking Projects
- I. Real Estate Contractual Forms Advisory Council Update – Discussion and Consideration**
- J. Real Estate Curriculum and Examination Council Update – Discussion and Consideration**
- K. Credentialing Matters – Discussion and Consideration**
  - 1) Credentials Issued Between Meetings **(36)**

- 2) 2021-2023 Licensure Fee and Credential Schedule **(37-42)**

**L. COVID-19 – Discussion and Consideration**

**M. Newsletter Process and Planning – Discussion and Consideration (43)**

**N. Discussion and Consideration of Items Added After Preparation of Agenda:**

- 1) Introductions, Announcements and Recognition
- 2) Administrative Matters
- 3) Election of Officers
- 4) Appointment of Liaisons and Alternates
- 5) Delegation of Authorities
- 6) Education and Examination Matters
- 7) Credentialing Matters
- 8) Practice Matters
- 9) Legislative and Policy Matters
- 10) Administrative Rule Matters
- 11) Liaison Reports
- 12) Board Liaison Training and Appointment of Mentors
- 13) Informational Items
- 14) Division of Legal Services and Compliance (DLSC) Matters
- 15) Presentations of Petitions for Summary Suspension
- 16) Petitions for Designation of Hearing Examiner
- 17) Presentation of Stipulations, Final Decisions and Orders
- 18) Presentation of Proposed Final Decisions and Orders
- 19) Presentation of Interim Orders
- 20) Petitions for Re-Hearing
- 21) Petitions for Assessments
- 22) Petitions to Vacate Orders
- 23) Requests for Disciplinary Proceeding Presentations
- 24) Motions
- 25) Petitions
- 26) Appearances from Requests Received or Renewed
- 27) Speaking Engagements, Travel, or Public Relation Requests, and Reports

**O. 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.).**

**P. Deliberation on Department of Legal Services and Compliance (DLSC) Matters**

**1) Stipulations on Final Decisions and Orders**

- a. 18 REB 107 – Li Zhang **(44-50)**
- b. 18 REB 146 – Kenneth L. Biegel **(51-57)**
- c. 19 REB 017 – Renato G. Suarez **(58-62)** *Added by Addendum*
- d. 19 REB 065 – Christine M. Kosnick **(63-68)**
- e. 19 REB 085 – Timothy J. O’Connor **(69-84)**

**2) Administrative Warnings**

- a. 18 REB 049 – D.M.R. **(75-76)**
- b. 18 REB 078 – V.K.K. **(77-78)**
- c. 18 REB 080 – P.M.M. **(79-80)**
- d. 19 REB 014 – A.M.N., P.V. **(81-82)** *Added by Addendum*
- e. 19 REB 049 – S.A.Z. **(83-84)**
- f. 19 REB 087 – B.J.R. **(85-86)**
- g. 19 REB 087 – W.D.K. **(87-89)**
- h. 20 REB 059 – D.W.N. **(90-91)**
- i. 20 REB 073 – A.M.F. **(92-93)**
- j. 20 REB 094 – A.L.K. **(94-94)**

**3) Case Closings**

- a. 18 REB 041 – C.A.G., S.N. **(96-100)**
- b. 18 REB 048 – T.L., L.R.E.S. **(101-106)**
- c. 18 REB 049 – C.C.R.C. **(107-110)**
- d. 18 REB 053 – Z.V., M.O., M.D.O.R. **(111-115)**
- e. 18 REB 056 – D.M., M.R. **(116-120)**
- f. 18 REB 078 – C.A. **(121-125)**
- g. 18 REB 080 – P.C., C.R.R., D.S. **(126-130)**
- h. 18 REB 081 – C.A., W.K., A.C.S. **(131-135)**
- i. 18 REB 082 – J.M., W.P., R.E.E. **(136-139)**
- j. 18 REB 120 – T.J.N., N.R. **(140-143)**
- k. 19 REB 049 – E.I. **(144-147)**
- l. 19 REB 096 – J.G., T.F.B.R., S.G. **(148-152)** *Added by Addendum*
- m. 20 REB 050 – N.D.R.E., S.V.B., J.G. **(153-158)**

**4) Monitoring Matters**

- a. Andrea Huston-Hlavacek – Requesting Full Licensure **(158-177)**

**Q. Deliberation of Items Added After Preparation of the Agenda**

- 1) Education and Examination Matters
- 2) Credentialing Matters
- 3) DLSC Matters
- 4) Monitoring Matters
- 5) Professional Assistance Procedure (PAP) Matters
- 6) Petitions for Summary Suspensions
- 7) Petitions for Designation of Hearing Examiner
- 8) Proposed Stipulations, Final Decisions and Order
- 9) Proposed Interim Orders
- 10) Administrative Warnings
- 11) Review of Administrative Warnings
- 12) Proposed Final Decisions and Orders
- 13) Matters Relating to Costs/Orders Fixing Costs

- 14) Case Closings
- 15) Board Liaison Training
- 16) Petitions for Assessments and Evaluations
- 17) Petitions to Vacate Orders
- 18) Remedial Education Cases
- 19) Motions
- 20) Petitions for Re-Hearing
- 21) Appearances from Requests Received or Renewed

R. Consulting with Legal Counsel

**RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION**

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

T. Open Session Items Noticed Above Not Completed in the Initial Open Session

**ADJOURNMENT**

**NEXT MEETING: JUNE 17, 2021**

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MEETINGS AND HEARINGS ARE OPEN TO THE PUBLIC, AND MAY BE CANCELLED WITHOUT NOTICE.

Times listed for meeting items are approximate and depend on the length of discussion and voting. All meetings are held at 4822 Madison Yards Way, Madison, Wisconsin, unless otherwise noted. In order to confirm a meeting or to request a complete copy of the board's agenda, please call the listed contact person. The board may also consider materials or items filed after the transmission of this notice. Times listed for the commencement of disciplinary hearings may be changed by the examiner for the convenience of the parties. Requests for interpreters for the deaf or hard of hearing, or other accommodations, are considered upon request by contacting the Affirmative Action Officer, 608-266-2112, or the Meeting Staff at 608-266-5439.

**VIRTUAL/TELECONFERENCE  
REAL ESTATE EXAMINING BOARD  
MEETING MINUTES  
FEBRUARY 18, 2021**

**PRESENT:** Robert Larson, Cathy Lacy, Elizabeth Lauer, Dennis Pierce, Thomas Richie, Robert Webster

**STAFF:** Adam Barr, Executive Director; Jameson Whitney, Board Legal Counsel; Cassandra Walbrun, Administrative Rules Coordinator; Megan Glaeser, Bureau Assistant; and Other Department Staff

**CALL TO ORDER**

Thomas Richie, Chairperson, called the meeting to order at 10:05 a.m. A quorum was confirmed with six (6) members present.

**ADOPTION OF AGENDA**

**MOTION:** Dennis Pierce moved, seconded by Robert Larson, to adopt the Agenda as published. Motion carried unanimously.

**APPROVAL OF MINUTES OF DECEMBER 10, 2020**

**Amendments to the Minutes:**

**MOTION:** Cathy Lacy moved, seconded by Dennis Pierce, to approve the Minutes of December 10, 2020 as published. Motion carried unanimously.

**ADMINISTRATIVE MATTERS**

**Election of Officers**

*Slate of Officers*

**NOMINATION:** Cathy Lacy nominated the 2020 slate of officers to continue in 2021. Nomination declined.

*Chairperson*

**NOMINATION:** Dennis Pierce nominated Thomas Richie for the Office of Chairperson. Thomas Richie accepted the nomination.

Adam Barr, Executive Director, called for nominations three (3) times.

Thomas Richie was elected as Chairperson by unanimous voice vote.

*Vice Chairperson*

**NOMINATION:** Robert Webster nominated Robert Larson for the Office of Vice Chairperson. Robert Larson accepted the nomination.

Adam Barr, Executive Director, called for nominations three (3) times.

Robert Larson was elected as Vice Chairperson by unanimous voice vote.

*Secretary*

**NOMINATION:** Elizabeth Lauer nominated Cathy Lacy for the Office of Secretary. Cathy Lacy declined the nomination.

**NOMINATION:** Dennis Pierce nominated himself for the Office of Secretary. Dennis Pierce accepted the nomination.

Adam Barr, Executive Director, called for nominations three (3) times.

Dennis Pierce was elected as Secretary by unanimous voice vote.

<b>ELECTION RESULTS</b>	
<b>Chairperson</b>	Thomas Richie
<b>Vice Chairperson</b>	Robert Larson
<b>Secretary</b>	Dennis Pierce

**Appointment of Liaisons and Alternates**

<b>LIAISON APPOINTMENTS</b>	
<b>Credentialing Liaison</b>	Thomas Richie <i>Alternate:</i> Elizabeth Lauer
<b>Education and Examinations Liaison</b>	Robert Larson <i>Alternate:</i> Robert Webster
<b>Monitoring Liaison</b>	Elizabeth Lauer <i>Alternate:</i> Robert Larson
<b>Professional Assistance Procedure (PAP) Liaison</b>	Cathy Lacy <i>Alternate:</i> Dennis Pierce
<b>Legislative Liaison</b>	Robert Webster
<b>Travel Liaison</b>	Dennis Pierce <i>Alternate:</i> Elizabeth Lauer
<b>Newsletter Liaison</b>	Thomas Richie

<b>COMMITTEE MEMBER APPOINTMENTS</b>	
<b>Real Estate Contractual Forms Advisory Committee Chairperson</b>	Robert Larson
<b>Council on Real Estate Curriculum and Examination Representative</b>	Elizabeth Lauer
<b>SCREENING PANEL</b>	
<b>Screening Panel Team 1</b>	Dennis Pierce and Robert Webster
<b>Screening Panel Team 2</b>	Thomas Richie and Elizabeth Lauer
<b>Screening Panel Team 3</b>	Robert Larson, Cathy Lacy

**Delegation of Authorities**

***Document Signature Delegations***

**MOTION:** Cathy Lacy moved, seconded by Robert Larson, to delegate authority to the Chairperson (or in absence of the Chairperson, the highest-ranking officer or longest serving board member in that succession) to sign documents on behalf of the Board in order to carry out its duties. Motion carried unanimously.

**MOTION:** Elizabeth Lauer moved, seconded by Cathy Lacy, in order to carry out duties of the Board, the Chairperson (or in absence of the Chairperson, the highest-ranking officer or longest serving board member in that succession) has the ability to delegate signature authority for purposes of facilitating the completion of assignments during or between meetings. The members of the Board hereby delegate to the Executive Director or DPD Division Administrator, the authority to sign on behalf of a board member as necessary. Motion carried unanimously.

***Delegated Authority for Urgent Matters***

**MOTION:** Dennis Pierce moved, seconded by Thomas Richie, that in order to facilitate the completion of urgent matters between meetings, the Board delegates its authority to the Chairperson (or, in the absence of the Chairperson, the highest-ranking officer or longest serving board member in that succession), to appoint liaisons to the Department to act in urgent matters. Motion carried unanimously.

## *Delegation to Chief Legal Counsel Due to Lack/Loss of Quorum*

**MOTION:** Robert Larson moved, seconded by Cathy Lacy, to delegate the review and authority to act on of disciplinary cases to the Department's Chief Legal Counsel due to lack of/loss of quorum after two consecutive meetings. Motion carried unanimously.

## *Monitoring Delegations*

### **Delegation of Authorities for Monitoring**

**MOTION:** Cathy Lacy moved, seconded by Robert Larson, to adopt the "Roles and Authorities Delegated for Monitoring" document as presented in the February 18, 2021 agenda materials on pages 16-17. Motion carried unanimously.

### **Delegation of Authorities for Legal Counsel to Sign Monitoring Orders**

**MOTION:** Robert Webster moved, seconded by Cathy Lacy, to delegate to Legal Counsel the authority to sign Monitoring orders that result from Board meetings on behalf of the Board Chairperson. Motion carried unanimously.

## *Credentialing Authority Delegations*

### **Delegation of Authority to Credentialing Liaison (Generic)**

**MOTION:** Robert Larson moved, seconded by Elizabeth Lauer, to delegate authority to the Credentialing Liaison(s) to serve as a liaison between the Department and the Board and to act on behalf of the Board in regard to credentialing applications or questions presented to them, including the signing of documents related to applications. Motion carried unanimously.

### **Delegation of Authority to DSPS When Credentialing Criteria is Met**

**MOTION:** Cathy Lacy moved, seconded by Thomas Richie, to delegate credentialing authority to the Department to act upon applications that meet all credentialing statutory and regulatory requirements without Board or Board liaison review. Motion carried unanimously.

### **Delegation of Authority for Predetermination Reviews**

**MOTION:** Robert Webster moved, seconded by Cathy Lacy, to delegate authority to the Department Attorneys to make decisions regarding predetermination applications pursuant to Wis. Stat. § 111.335(4)(f). Motion carried unanimously.



### **Delegation of Authority for Conviction Reviews**

**MOTION:** Robert Webster moved, seconded by Dennis Pierce, to delegate authority to Department Attorneys to review and approve applications with ordinance violations and misdemeanors each 5 or more years old, that are not substantially related to the practice of real estate and do not involve AODA dependency. Motion carried unanimously.

**MOTION:** Cathy Lacy moved, seconded by Robert Larson, to delegate authority to the Department attorneys to review and approve applications with OWIs that are not substantially related to the practice of real estate. Motion carried unanimously.

### **Delegation to DSPS When Applicant's History Has Been Previously Reviewed**

**MOTION:** Cathy Lacy moved, seconded by Elizabeth Lauer, to delegate authority to Department staff to approve applications where criminal background checks have been approved for a previous real estate credential and there is no new conviction record. Motion carried unanimously.

**MOTION:** Robert Larson moved, seconded by Cathy Lacy, to delegate authority to Department staff to approve Real Estate Business Entity Applications in which the identified licensed Broker Business Representatives have previously been approved for a full Real Estate Broker credential or renewal after criminal background check and there has been no criminal activity since the previous license/renewal approval. Motion carried unanimously.

### **Delegated Authority for Application Denial Reviews**

**MOTION:** Thomas Richie moved, seconded by Cathy Lacy, that the Department's Attorney Supervisors are authorized to serve as the Board's designee for purposes of reviewing and acting on requests for hearing as a result of a denial of a credential. Motion carried unanimously.

### *Pre-Screening Delegation to Close Cases*

**MOTION:** Robert Larson moved, seconded by Cathy Lacy, to delegate to the screening attorney the authority to close cases that do not clearly present a provable violation and cases that do not merit review by the full panel to the screening attorney. Cases that the screening attorney has the authority to close include cases where there is a lack of jurisdiction, where the Board has already taken action on the matter (duplicate case, Board has taken action in regard to the credential holder that addressed the conduct and further action is unnecessary), cases where there is no legal violation of the statutes/regulations, or cases where there is not enough evidence to prove a violation and additional investigation will not yield a different result. The screening attorney is also delegated the authority to immediately open any case where they believe there is an immediate risk of harm, the materials on their face warrant discipline (such as failure to respond), or cases that have a provable violation. Motion carried unanimously.

### *Voluntary Surrenders*

**MOTION:** Thomas Richie moved, seconded by Robert Larson, to delegate authority to the assigned case advisor to accept or refuse a request for voluntary surrender pursuant to Wis. Stat. § 440.19 for a credential holder who has a pending complaint or disciplinary matter. Motion carried unanimously.

### *Education-and Examination Liaison(s) Delegation*

**MOTION:** Cathy Lacy moved, seconded by Robert Larson, to delegate authority to the Education-and Examination Liaison(s) to address all issues related to education, continuing education, and examinations. Motion carried unanimously.

### *Authorization for DSPS to Provide Board Member Contact Information to National Regulatory Related Bodies*

**MOTION:** Elizabeth Lauer moved, seconded by Cathy Lacy, to authorize the Department staff to provide national regulatory related bodies with all board member contact information that the Department retains on file. Motion carried unanimously.

### *Optional Renewal Notice Insert Delegation*

**MOTION:** Cathy Lacy moved, seconded by Elizabeth Lauer to designate the Chairperson (or, in the absence of the Chairperson, the highest-ranking officer or longest serving board member in that succession) to provide a brief statement or link relating to board-related business within the license renewal notice at the Board's or Board designee's request. Motion carried unanimously.

### ***Legislative Liaison(s) Delegation***

**MOTION:** Robert Webster moved, seconded by Dennis Pierce, to delegate authority to the Legislative Liaison(s) to speak on behalf of the Board regarding legislative matters. Motion carried unanimously.

### ***Travel Liaison(s) Delegation***

**MOTION:** Robert Larson moved, seconded by Cathy Lacy, to delegate authority to the Travel Liaison(s) to approve any board member travel. Motion carried unanimously.

### ***Newsletter Liaison(s) Delegation***

**MOTION:** Robert Webster moved, seconded by Robert Larson, to delegate authority to the newsletter liaison(s) to handle all matters relating to newsletters or digests. Motion carried unanimously.

## **ADMINISTRATIVE RULES MATTERS**

### **Preparation of the Biennial Report Under s. 227.29, Wis. Stats.**

**MOTION:** Cathy Lacy moved, seconded by Thomas Richie, to authorize the Chairperson, or highest-ranking officer, or longest serving member of the board, in order of succession, to approve the report for submission to the Joint Committee for Review of Administrative Rules. Motion carried unanimously.

## **REPORT AND POSSIBLE ACTION FROM THE REAL ESTATE CONTRACTUAL FORMS ADVISORY COUNCIL**

### **WB-12 – Farm Offer to Purchase**

**MOTION:** Robert Larson moved, seconded by Cathy Lacy, to approve the WB-12 Farm Offer to Purchase form as presented on pages 134-147 of the February 18, 2021 meeting agenda materials, and to designate the Chairperson to approve the final version of this form. Motion carried unanimously.

## CLOSED SESSION

**MOTION:** Robert Webster moved, seconded by Thomas Richie, to 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.). Thomas Richie, Chairperson, read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Robert Larson-yes; Cathy Lacy -yes; Elizabeth Lauer-yes; Dennis Pierce-yes; Thomas Richie-yes; and Robert Webster-yes. Motion carried unanimously.

The Board convened into Closed Session at 1:31 p.m.

### DIVISION OF LEGAL SERVICES AND COMPLIANCE (DLSC) MATTERS

#### Stipulations, Final Decisions and Orders

**MOTION:** Cathy Lacy moved, seconded by Elizabeth Lauer, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings of the following cases:

1. 18 REB 019 – Mallory S. Beckman
2. 19 REB 028 – Donald E. Orth, Washington Properties, Inc.

Motion carried unanimously.

#### Case Closings

**MOTION:** Robert Larson moved, seconded by Cathy Lacy, to close the following DLSC Cases for the reasons outlined below:

1. 19 REB 063 – R.J.C. – Prosecutorial Discretion (P5)
2. 19 REB 116 – D.D.P. – Prosecutorial Discretion (P1)

Motion carried unanimously.

#### Monitoring Matters

##### *Benjamin Dreher – Requesting Full Licensure*

**MOTION:** Thomas Richie moved, seconded by Robert Webster, to grant the request of Benjamin Dreher for Full Licensure. Motion carried unanimously.

*Constance Miles – Requesting Full Licensure*

**MOTION:** Elizabeth Lauer moved, seconded by Cathy Lacy, to deny the request of Constance Miles for Full Licensure. **Reason for Denial:** Insufficient time in continuous and successful compliance with the Board order (1/2/2019). Respondent must be in continuous and successful compliance with the Board order for at least two years. Motion carried unanimously.

*Danielle Whitman – Requesting Full Licensure*

**MOTION:** Cathy Lacy moved, seconded by Thomas Riche, to grant the request of Danielle Whitman for Full Licensure. Motion carried unanimously.

**DELIBERATION ON MATTERS RELATED TO FIXING COSTS**

**Jennifer A. Holiday (DHA Case Number SPS 19-0045/DLSC Case Number 17 REB 124)**

**MOTION:** Cathy Lacy moved, seconded by Elizabeth Lauer, to adopt the Order Fixing Costs in the matter of disciplinary proceedings against Jennifer A. Holiday, Respondent (DHA Case Number SPS-19-0045/DLSC Case Number 17 REB 124). Motion carried unanimously.

*(Robert Larson recused himself and left the room for deliberation and voting in the matter concerning Jennifer A. Holiday, Respondent – DHA Case Number SPS-19-0045/DLSC Case Number 17 REB 124.)*

**RECONVENE TO OPEN SESSION**

**MOTION:** Cathy Lacy moved, seconded by Elizabeth Lauer, to reconvene into Open Session. Motion carried unanimously.

The Board reconvened into Open Session at 1:54 p.m.

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

**MOTION:** Thomas Richie moved, seconded by Robert Larson, to affirm all motions made and votes taken in Closed Session. Motion carried unanimously.

*(Be advised that any recusals or abstentions reflected in the closed session motions stand for the purposes of the affirmation vote.)*

**ADJOURNMENT**

**MOTION:** Robert Larson moved, seconded by Elizabeth Lauer, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 1:55 p.m.

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

**AGENDA REQUEST FORM**

1) Name and title of person submitting the request: Cassandra Walbrun, Administrative Rules Coordinator		2) Date when request submitted: 03/31/2021 <small>Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting</small>	
3) Name of Board, Committee, Council, Sections: Real Estate Examining Board			
4) Meeting Date: 04/15/2021	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page?  <p style="text-align: center;"><b>Public Hearing on CR 21-018 REEB 12 Relating to Predetermination and Obsolete References</b></p>	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled? <i>(If yes, please complete <a href="#">Appearance Request</a> for Non-DSPS Staff)</i>  <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required:	
10) Describe the issue and action that should be addressed:  <p style="text-align: center;"><b>Attachment: Public Hearing Draft of REEB 12</b></p>			
11) Authorization			
<i>Kassandra Walbrun</i>		03/31/2021	
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.			

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

**AGENDA REQUEST FORM**

<b>1) Name and title of person submitting the request:</b> Sarah Norberg, Attorney Supervisor Div. of Professional Credential Processing		<b>2) Date when request submitted:</b> 4/5/2021 Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting	
<b>3) Name of Board, Committee, Council, Sections:</b> Real Estate Examining Board			
<b>4) Meeting Date:</b> 4/15/2021	<b>5) Attachments:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>6) How should the item be titled on the agenda page?</b> Credentialing Delegations	
<b>7) Place Item in:</b> <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	<b>8) Is an appearance before the Board being scheduled?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>9) Name of Case Advisor(s), if required:</b> N/A	
<b>10) Describe the issue and action that should be addressed:</b> The Board should consider the proposed credentialing delegation revisions and act as it deems appropriate. <b>Proposed Delegation Updates:</b> <p style="margin-left: 20px;"><b>Delegation of Authority for Conviction Reviews</b></p> <p><b>MOTION:</b> to delegate authority to the Department Attorneys to review and approve applications with ordinance violations which are not substantially related to the practice of real estate.  <i>[Similar to 2020 delegated authority.]</i></p> <p><b>MOTION:</b> to delegate authority to the Department Attorneys to review and approve applications with misdemeanors each 3 or more years old that are not substantially related to the practice of real estate and do not involve AODA dependency.  <i>[Revising 5 years to 3 to better align with felony conviction considerations and reduce amount of files sent to liaison.]</i></p>			
<b>11) Authorization</b>			
<i>Sarah Norberg</i>		<i>4/5/2021</i>	
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	
<b>Directions for including supporting documents:</b> 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.			

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

**AGENDA REQUEST FORM**

1) Name and title of person submitting the request: Cassandra Walbrun, Administrative Rules Coordinator		2) Date when request submitted: 03/31/2021 <small>Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting</small>											
3) Name of Board, Committee, Council, Sections: Real Estate Examining Board													
4) Meeting Date: 04/15/2021	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? <b>Administrative Rule Matters</b> 1. REEB 12 Relating to Predetermination and Obsolete References 2. REEB 24 Relating to Conduct and Ethical Practices 3. Updates on Pending or Possible Rulemaking Projects											
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session		8) Is an appearance before the Board being scheduled? <i>(If yes, please complete <a href="#">Appearance Request</a> for Non-DSPS Staff)</i>  <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required:										
10) Describe the issue and action that should be addressed:  1. Review Public Hearing Comments, Clearinghouse comments, and Draft Rule 2. Review preliminary rule draft for REEB 24 Conduct and Ethical Practices. (Attached rule draft) 3. Review of pending rule projects.													
11) <span style="float: right;">Authorization</span>  <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%; border-bottom: 1px solid black;"><i>Kassandra Walbrun</i></td> <td style="width: 40%; border-bottom: 1px solid black; text-align: right;"><i>03/31/2021</i></td> </tr> <tr> <td style="font-size: small;">Signature of person making this request</td> <td style="text-align: right; font-size: small;">Date</td> </tr> <tr> <td style="border-bottom: 1px solid black;">Supervisor (if required)</td> <td style="border-bottom: 1px solid black; text-align: right;">Date</td> </tr> <tr> <td colspan="2" style="border-bottom: 1px solid black;">Executive Director signature (indicates approval to add post agenda deadline item to agenda)</td> </tr> <tr> <td colspan="2" style="border-bottom: 1px solid black; text-align: right;">Date</td> </tr> </table>				<i>Kassandra Walbrun</i>	<i>03/31/2021</i>	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	
<i>Kassandra Walbrun</i>	<i>03/31/2021</i>												
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.													



STATE OF WISCONSIN  
REAL ESTATE EXAMINING BOARD

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IN THE MATTER OF RULEMAKING : PROPOSED ORDER OF THE  
PROCEEDINGS BEFORE THE : REAL ESTATE EXAMINING BOARD  
REAL ESTATE EXAMINING BOARD : ADOPTING RULES  
: (CLEARINGHOUSE RULE \_\_\_\_)

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PROPOSED ORDER

An order of the Real Estate Examining Board to repeal REEB 12.011 and amend REEB 12.017 (3) (a), relating to obsolete references to predetermination of criminal convictions in licensure applicants and apprenticeships.

Analysis prepared by the Department of Safety and Professional Services.

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ANALYSIS

**Statutes interpreted:** ss. 440.03 (13) (bm), 452.09 (4), and 452.11 (1), Stats.

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

**Explanation of agency authority:**

Each examining board shall promulgate rules for its own guidance and for the guidance of the profession to which it pertains and define and enforce professional conduct and unethical practices not inconsistent with the law relating to the particular profession. [s. 15.08 (5) (b), Stats.]

Section 452.07 (1), Stats. indicates the board shall promulgate rules for the guidance of the real estate profession and define professional conduct and unethical practice.

**Related statute or rule:** ss. 440.03 (13) (bm), 452.09 (4), and 452.11 (1), Stats.

**Plain language analysis:**

The Real Estate Examining Board Administrative Rule REEB 12.011 relates to criminal conviction predeterminations. 2017 Act 278 repealed the Real Estate Examining Board's authority to promulgate rules establishing a procedure that allows an individual to apply to the Board for a determination of whether the individual would be disqualified from obtaining a license or certificate due to their criminal record. Act 278 established conviction predetermination requirements, and there is no longer the ability for the Board to conduct its own predeterminations. This rule revision also removes the reference under REEB 12.017(3)(a) to apprenticeships, as apprenticeships are no longer licensed under the Real Estate Examining Board administrative rules.

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

The federal government does not regulate the prelicensure predetermination for members of the real estate profession nor real estate broker apprenticeships.

### **Comparison with rules in adjacent states:**

**Illinois:** Illinois does not have a process in which an applicant may apply for a predetermination of a criminal conviction before officially applying for real estate licensure. Illinois does not include apprenticeships for real estate.

**Iowa:** Iowa requires a background check which includes fingerprint submission, to be completed prior to taking a real estate licensure exam. Once the background check has been reviewed and approved, an applicant then must pass a licensure exam. [Iowa Code § 543B.15(9)] Iowa does not have real estate apprenticeships.

**Michigan:** Michigan does not have a predetermination process for applications for real estate licensure nor apprenticeships for real estate.

**Minnesota:** Minnesota does not have a predetermination process for applications for real estate licensure nor apprenticeships for real estate.

### **Summary of factual data and analytical methodologies:**

The Board reviewed REEB 12 as a result of its 2019 biennial report under s. 227.29, Stats., and determined that REEB 12.011 includes an obsolete reference to predetermination standards that should be repealed. It also found that the reference to apprenticeships should be deleted in s. REEB 12.017(3) (a).

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

The proposed rules were posted for a period of 14 days to solicit public comment on economic impact, including how the proposed rules may affect businesses, local government units, and individuals. No comments were received.

### **Fiscal Estimate and Economic Impact Analysis:**

The Fiscal Estimate and Economic Impact Analysis document 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 Daniel.Hereth@wisconsin.gov, or by calling (608) 267-2435.

**Agency contact person:**

Kassandra Walbrun, Administrative Rule Coordinator, Department of Safety and Professional Services, Division of Policy Development, 4822 Madison Yards Way, P.O. Box 8366, Madison, Wisconsin 53708; email at [DSPSAdminRules@wisconsin.gov](mailto:DSPSAdminRules@wisconsin.gov).

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

Comments may be submitted to Kassandra Walbrun, Administrative Rules Coordinator, Department of Safety and Professional Services, Division of Policy Development, 4822 Madison Yards Way, P.O. Box 8366, Madison, WI 53708-8366, or by email to [DSPSAdminRules@wisconsin.gov](mailto:DSPSAdminRules@wisconsin.gov). Comments must be received on or before the public hearing, which will be scheduled at a future date, in order to be included in the record of rule-making proceedings. A rules calendar, which includes hearing notices, can be found at the Wisconsin State Legislature's website at <https://docs.legis.wisconsin.gov/code>.

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TEXT OF RULE

SECTION 1. REEB 12.011 is repealed.

SECTION 2. REEB 12.017(3)(a) is amended to read:

**REEB 12.017 (3) (a)** Each applicant for a real estate broker's license shall submit evidence satisfactory to the board that the applicant has practiced as a licensed salesperson under the direct supervision of a licensed broker for at least 2 years within the last 4 years preceding the date of application; ~~excluding any time the applicant spent in an apprenticeship~~. Except as provided in pars. (b) to (d), the evidence shall demonstrate that the applicant's experience as a licensed salesperson qualifies the applicant for a total of at least 40 points based on the following point system:

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.

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(END OF TEXT OF RULE)

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## ADMINISTRATIVE RULES Fiscal Estimate & Economic Impact Analysis

<b>1. Type of Estimate and Analysis</b> <input checked="" type="checkbox"/> Original <input type="checkbox"/> Updated <input type="checkbox"/> Corrected	<b>2. Date</b> 12/22/2020
<b>3. Administrative Rule Chapter, Title and Number (and Clearinghouse Number if applicable)</b> REEB 12	
<b>4. Subject</b> Predetermination on licenses and obsolete reference to apprenticeships in broker application requirements	
<b>5. Fund Sources Affected</b> <input type="checkbox"/> GPR <input type="checkbox"/> FED <input type="checkbox"/> PRO <input type="checkbox"/> PRS <input type="checkbox"/> SEG <input type="checkbox"/> SEG-S	<b>6. Chapter 20, Stats. Appropriations Affected</b>
<b>7. Fiscal Effect of Implementing the Rule</b> <input checked="" type="checkbox"/> No Fiscal Effect <input type="checkbox"/> Increase Existing Revenues <input type="checkbox"/> Increase Costs <input type="checkbox"/> Decrease Costs <input type="checkbox"/> Indeterminate <input type="checkbox"/> Decrease Existing Revenues <input type="checkbox"/> Could Absorb Within Agency's Budget	
<b>8. The Rule Will Impact the Following (Check All That Apply)</b> <input type="checkbox"/> State's Economy <input type="checkbox"/> Specific Businesses/Sectors <input type="checkbox"/> Local Government Units <input type="checkbox"/> Public Utility Rate Payers <input type="checkbox"/> Small Businesses <b>(if checked, complete Attachment A)</b>	
<b>9. Estimate of Implementation and Compliance to Businesses, Local Governmental Units and Individuals, per s. 227.137(3)(b)(1).</b> \$0.00	
<b>10. Would Implementation and Compliance Costs Businesses, Local Governmental Units and Individuals Be \$10 Million or more Over Any 2-year Period, per s. 227.137(3)(b)(2)?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<b>11. Policy Problem Addressed by the Rule</b> The objective of the rule is to repeal or modify provisions of the rule identified in the Real Estate Examining Board's report to the Joint Committee for Review of Administrative Rules pursuant to s. 227.29, Stats. The rule proposes to make changes in compliance with 2017 Act 278, which eliminated predetermination on licenses, and to remove the obsolete reference to apprenticeships in broker application requirements.	
<b>12. 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.</b> The proposed rule was posted on the Department of Safety and Professional Services' website for 14 days in order to solicit comments from businesses, representative associations, local governmental units, and individuals that may be affected by the rule. No comments were received.	
<b>13. Identify the Local Governmental Units that Participated in the Development of this EIA.</b> No local governmental units participated in the development of the EIA. This rule does not affect any governmental units.	
<b>14. 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)</b> The rule was posted for comments and none were received. The rule does not have an economic or fiscal impact on specific businesses, business sectors, public utility rate payers, local governmental units or the state's economy as a whole.	
<b>15. Benefits of Implementing the Rule and Alternative(s) to Implementing the Rule</b> Implementing this rule will provide consistency between statutes and administrative code. The alternative to implementing this rule is to leave the administrative code unchanged, which is inconsistent with statute.	
<b>16. Long Range Implications of Implementing the Rule</b> The long range implications of implementing the rule include consistency between statutes and administrative code.	

## ADMINISTRATIVE RULES Fiscal Estimate & Economic Impact Analysis

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17. Compare With Approaches Being Used by Federal Government  
None

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18. Compare With Approaches Being Used by Neighboring States (Illinois, Iowa, Michigan and Minnesota)  
Illinois: Illinois does not have a process in which an applicant may apply for a predetermination of a criminal conviction before officially applying for real estate licensure. Illinois does not include apprenticeships for real estate.

Iowa: Iowa requires a background check which includes fingerprint submission, to be completed prior to taking a real estate licensure exam. Once the background check has been reviewed and approved, an applicant then must pass a licensure exam. [Iowa Code § 543B.15(9)] Iowa does not have real estate apprenticeships.

Michigan: Michigan does not have a predetermination process for applications for real estate licensure nor apprenticeships for real estate.

Minnesota: Minnesota does not have a predetermination process for applications for real estate licensure nor apprenticeships for real estate.

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19. Contact Name Kassandra Walbrun	20. Contact Phone Number 608-261-4463
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This document can be made available in alternate formats to individuals with disabilities upon request.

## ADMINISTRATIVE RULES Fiscal Estimate & Economic Impact Analysis

### ATTACHMENT A

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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)

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

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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

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5. Describe the Rule's Enforcement Provisions

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

- Yes    No
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# Wisconsin Legislative Council

## RULES CLEARINGHOUSE

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**Scott Grosz**  
Clearinghouse Director

**Anne Sappenfield**  
Legislative Council Director

**Margit Kelley**  
Clearinghouse Assistant Director

## CLEARINGHOUSE RULE 21-018

### Comments

**[NOTE: All citations to “Manual” in the comments below are to the Administrative Rules Procedures Manual, prepared by the Legislative Council Staff and the Legislative Reference Bureau, dated November 2020.]**

#### 1. Statutory Authority

The board should consider whether SECTION 1 of the proposed rule should be included at this time. SECTION 1 repeals the board’s predetermination procedures. In the absence of Department of Safety and Professional Services (DSPS) predetermination procedures for use by the board, the board should explore whether it is required to maintain its own predetermination procedures, considering the following:

- 2017 Wisconsin Act 278 created (among other provisions) s. 111.335 (4) (f) 6., Stats. That provision *requires* the board (among other credentialing entities) to promulgate rules establishing predetermination procedures.
- That provision also *authorizes* DSPS to promulgate rules establishing uniform predetermination procedures, and specifies that those DSPS uniform predetermination procedures are to be used by the board (among other credentialing entities).
- Accordingly, if DSPS uniform predetermination procedures are in effect, the board is required to use those procedures in lieu of its own.
- DSPS submitted a proposed rule containing predetermination procedures to the Rules Clearinghouse in 2018. [See CHR 18-100.] DSPS subsequently withdrew that proposed rule, and has not resubmitted another in its place.

The board should therefore consider whether s. 111.335 (4) (f) 6., Stats., requires the board to maintain its own predetermination procedures until such time as DSPS uniform predetermination procedures are in effect.

#### 2. Form, Style and Placement in Administrative Code

In the treatment clause for SECTION 2 of the proposed rule, the designation “(intro.)” should be inserted after “(a)”. The rule caption’s listing of treated provisions should also be modified accordingly.

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

The following comments apply only if SECTION 1 of the proposed rule is retained:

- (a) In the rule analysis, the board could consider adding a citation to s. 111.335 (4) (f) 6., Stats., either under “statutes interpreted” or “related statute or rule”. See discussion under comment 1., above.
- (b) In the rule analysis, the plain language summary states that 2017 Wisconsin Act 278 “repealed” the board’s authority to promulgate a predetermination rule. As discussed under comment 1., above, the board may want to examine whether that act repealed the board’s authority or merely provided a mechanism for DSPS to supplant the board’s authority if it promulgates a predetermination rule.



STATE OF WISCONSIN  
REAL ESTATE EXAMINING BOARD

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IN THE MATTER OF RULE-MAKING : PROPOSED ORDER OF THE  
PROCEEDINGS BEFORE THE : REAL ESTATE EXAMINING BOARD  
REAL ESTATE EXAMINING BOARD : ADOPTING RULES  
: (CLEARINGHOUSE RULE )

---

PROPOSED ORDER

An order of the Real Estate Examining Board to repeal REEB 24.07 (8) (a) 1. and 1g., 24.13 (2) (b), 24.16, 24.13 (2) (b); to renumber and amend REEB 24.13 (2) (a) and REEB 24.13 (2); to amend REEB 24.01 (2), 24.02 (13m), (14), (16), 24.02 (18) and (19), 24.03 (2) (a) and (c), 24.05 (5) (a) 3., 24.07 (1) (a) and (c), 24.07 (3), 24.07 (8) (a) and (d) (title), 1., 2., 3. and (8) (e) 1., 24.075 (3) (a), (b), and (c), 24.08, 24.085, 24.09, 24.12 (1) and (2), 24.13 (1) and (2) (title), 24.13 (3) (b), and (5), 24.15, 24.17 (1), (2m), and (3); to repeal and recreate REEB 24.04 (1) through (4) and REEB 24.05 (1) (a) and (b); and to create REEB 24.02 (16m), 24.07 (8) (a) 1m., 24.13 (3) (c), relating to the conduct and ethical practices of licensees.

Analysis prepared by the Department of Safety and Professional Services.

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ANALYSIS

**Statutes interpreted:** ss. 452.07, 452.14, 452.136, and 452.135, Stats.

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

**Explanation of agency authority:**

Each examining board shall promulgate rules for its own guidance and for the guidance of the profession to which it pertains and define and enforce professional conduct and unethical practices not inconsistent with the law relating to the particular profession. [s. 15.08 (5) (b), Stats.]

The board shall promulgate rules for the guidance of the real estate profession and define professional conduct and unethical practice. [s. 452.07 (1), Stats.]

**Related statute or rule:** Chapter REEB 24

**Plain language analysis:**

The proposed rule includes a comprehensive review of the chapter to ensure statutory compliance and to ensure it is current with professional standards and practices.

Section 1. is revised to improve grammatical clarity.

Section 2. is revised for updates to the practice.

Section 3. is revised for grammatical clarity.

Section 4. is created to define right of first refusal.

Section 5. is revised for clarity and current practices.

Section 6. is revised to clarify that the role of an assisting licensee.

Section 7. is repeals and recreates provisions to refer to the statutes related to advertising standards of practice.

Section 8. repeals provisions and revises codes related to compensation requirements.

Section 9. revises code provisions to include other parties representing a seller as it relates to disclosure requirements.

Section 10. clarifies that if a licensee is granted access to a property, the licensee shall inspect the real estate.

Section 11. is revised for corrected statutory references.

Section 12. amends the section to include all parties in the delivery of a copy of the written report.

Section 13. deletes the provisions related to negotiations and disclosure to improve consistency with statutory requirements.

Section 14. is created to improve consistency with s. 452.135, Stats. regarding licensees providing a written disclosure statement to customers.

Section 15. is revised to reflect negotiating practice and statutory requirements.

Section 16. is revised to improve the title to reflect provisions in the section and add language to clarify disclosure statement requirements when a buyer's firm has exclusive right to locate and a seller's limited service listing with the seller's firm.

Section 17. is revised to include statutory requirements and clarify the intent includes the agreement with a home builder and a licensee, not a contractor. The current language can be confused with contractor for improvements rather than new home construction.

Section 18. revises rule language to update for current practices and statutory compliance.

Sections 19. and 20. are revised to improve grammatical clarity.

Section 21. is revised for clarity and to remove the "right of first refusal" reference to be consistent with current practice.

Section 22. is revised to identify that specific instructions are written and to improve the title for the section to better address the section content.

Section 23. is renumbered and revised to update that persons assisting or advising buyers under the subsection does not include any inspectors, testers, appraisers, or contractors unless the seller has provided specific written permission.

Section 24. repeals the provision related to written disclosure to be consistent with s. 435.135, Stats.

Section 25. is revised to improve grammatical clarity.

Section 26. creates a provision indicating that licensees must present all written proposals to a customer unless otherwise directed by the customer in writing and must not withhold any written proposal. This provision is added to improve consistency with s. 435.135, Stats.

Section 27. and 28. are revised to improve grammatical clarity.

Section 29. is repealed as an outdated requirement.

Section 30. improves grammatical clarity and consistency with s. 452.25, Stats. related to conviction of a felony to bar licensure related to the Real Estate Examining Board orders.

Section 31. is the effective date of the changes.

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

None

**Comparison with rules in adjacent states:**

**Illinois:** Illinois provides criteria for unprofessional conduct for real estate brokers, salespersons, and other real estate professions as governed under the Illinois Real Estate License Act of 2000 and updated in 2019 under 225 ILCS 454/Art. 20. Further administrative rules outline additional direction for the provisions found under the laws.  
<https://www.ilga.gov/commission/jcar/admincode/068/068014500I09000R.html>

**Iowa:** Iowa provides for unprofessional conduct for real estate brokers and salesperson under IC §543B. (<https://www.legis.iowa.gov/DOCS/ACO/IC/LINC/Chapter.543b.pdf>) Iowa's Administrative Rules 193E.18 further detail disciplinary and investigatory review in matters such as grounds for discipline and sanctions.  
<https://www.legis.iowa.gov/law/administrativeRules/rules?agency=193E&chapter=18&pubDate=01-13-2021>

**Michigan:** Michigan Laws under 299-1980, Section 339.501-339.559 and Michigan Administrative Rule R 339 Article 5 outlines provisions concerning complaints, disciplinary

procedures, and other related issues for real estate professions. Complaints on violations of the occupational codes in Michigan can be filed through the Bureau of Professional Licensing in the Department of Licensing and Regulatory Affairs.

[http://www.legislature.mi.gov/\(S\(1ikbjpybafgho5pahhxyzkcp\)\)/mileg.aspx?page=getObject&objectName=mcl-299-1980-5](http://www.legislature.mi.gov/(S(1ikbjpybafgho5pahhxyzkcp))/mileg.aspx?page=getObject&objectName=mcl-299-1980-5)

**Minnesota:** Minnesota has adopted standards of conduct for real estate professionals found under s. 82.73, MN Statutes. <https://www.revisor.mn.gov/statutes/cite/82.73> and disciplinary procedures entitled “Denial, Suspension and Revocation of Licensure” under s. 82.82, Stats. <https://www.revisor.mn.gov/statutes/cite/82.82>

### **Summary of factual data and analytical methodologies:**

The Board issues a variety of orders, for example issuing a limited license order to allow an applicant to practice with certain limitations in place instead of denying the license entirely. This proposed order clarifies and updates unprofessional conduct provisions to meet current practice.

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

### **Fiscal Estimate and Economic Impact Analysis:**

A fiscal estimate and economic impact analysis will be conducted.

### **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 [Daniel.Hereth@wisconsin.gov](mailto:Daniel.Hereth@wisconsin.gov), or by calling (608) 267-2435.

### **Agency contact person:**

Kassandra Walbrun, Administrative Rules Coordinator, Department of Safety and Professional Services, Division of Policy Development, P.O. Box 8366, Madison, Wisconsin 53708; telephone 608-261-4463; email at [DSPSAdminRules@wisconsin.gov](mailto:DSPSAdminRules@wisconsin.gov).

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

Comments may be submitted to Kassandra Walbrun, Administrative Rules Coordinator, Department of Safety and Professional Services, Division of Policy Development, P.O. Box 8366, Madison, WI 53708-8366, or by email to [DSPSAdminRules@wisconsin.gov](mailto:DSPSAdminRules@wisconsin.gov). Comments must be received at or before the public hearing to be held on a future date to be included in the record of rule-making proceedings.

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TEXT OF RULE

SECTION 1. REEB 24.01 (2) is amended to read:

REEB 24.01 (2) The intent of the board in adopting the rules in this chapter is to establish minimum standards of conduct for real estate licensees and to define ~~that conduct which~~ that may result in board discipline pursuant to s. 452.14, Stats.

SECTION 2. REEB 24.02 (13m) and (14) are amended to read:

REEB 24.02 (13m) "Principal firm" means a firm ~~who~~ that engages a subagent to provide brokerage services in a transaction.

REEB 24.02 (14) "Qualified third party" means a federal, state or local governmental agency, or any person whom the ~~broker, salesperson~~ licensee or a party to the real estate transaction reasonably believes has the expertise necessary to meet the industry standards of practice for the type of inspection or investigation that has been conducted by the third party in order to prepare the written report described in s. 452.23 (2) (b), Stats.

SECTION 3. REEB 24.02 (16) is amended to read:

REEB 24.02 (16) "Real estate practice" means engaging in conduct ~~which~~ that requires a license under ch. 452, Stats.

SECTION 4. REEB 24.02 (16m) is created to read:

REEB 24.02 (16m) "Right of first refusal" means the right of a person to have the first opportunity to purchase or lease real property.

SECTION 5. REEB 24.02 (18) and (19) are amended to read:

REEB 24.02 (18) "Transaction" means the sale, exchange, purchase or rental of, or the granting or acceptance of an option to ~~sell~~, exchange, purchase or rent, an interest in real estate, a business, or a business opportunity.

REEB 24.02 (19) "Written proposal" means any written document provided by one party to another during the course of a transaction, including ~~but not limited to~~ notices, offers, counteroffers, options, exchanges, rental agreements, and amendments.

SECTION 6. REEB 24.03 (2) (a) and (c) are amended to read:

REEB 24.03 (2) (a) Licensees shall not provide services ~~which~~ that the licensee is not competent to provide unless the licensee engages the assistance of ~~one~~ another person who is competent. Any person engaged to provide such assistance shall be identified and that person's contribution shall be described in the documents or records related to the transaction.

REEB 24.03 (c) Licensees shall be knowledgeable regarding laws, public policies and current market conditions on real estate matters and shall assist, guide, and advise the buying or selling public based upon parties on these factors.

SECTION 7. REEB 24.04 (1), (2), (3) and (4) are repealed and recreated to read:

REEB 24.04 **Advertising.** A licensee shall follow the requirements for advertising as specified under s. 452.136, Stats.

SECTION 8. REEB 24.05 (1) (a) and (b) is repealed and recreated to read:

REEB 24.05 (1) COMPENSATION. A licensee shall follow the requirements for compensation as specified under s. 452.133 (3) (a) and (b), Stats.

SECTION 9. REEB 24.05 (5) (a) 3. is amended to read:

REEB 24.05 (5) (a) 3. Any other negotiation with the seller, ~~or~~ the listing firm or other party or firm representing the other party.

SECTION 10. REEB 24.07 (1) (a) and (c) are amended to read:

REEB 24.07 (1) (a) *General requirement.* A licensee, when engaging in real estate practice ~~which that~~ involves real estate improved with a structure, shall conduct a reasonably competent and diligent inspection of accessible areas of the structure and immediately surrounding areas of the property to detect observable, material adverse facts. A licensee, when engaging in real estate practice ~~which that~~ involves vacant land, shall, if the vacant land is accessible, conduct a reasonably competent and diligent inspection of the vacant land to detect observable material adverse facts.

REEB 24.07 (c) *Other licensees.* Licensees, other than listing firms, shall inspect the real estate as required by sub. (1) ~~under this subsection prior to or during the showing of the property,~~ unless the licensee is not given able to access for a showing the real estate or is not given access to the real estate. If the licensee is not granted access, the licensee shall inspect the real estate as required by sub. (1) this subsection prior to closing.

**Comment:** Additional new changes by WRA.

SECTION 11. REEB 24.07 (3) is amended to read:

REEB 24.07 (3) DISCLOSURE OF INFORMATION SUGGESTING MATERIAL ADVERSE FACTS. A licensee, when engaging in real estate practice, who becomes aware of information suggesting the possibility of material adverse facts to the transaction, shall be practicing competently if the licensee discloses to the parties the information suggesting the possibility of material adverse facts to the transaction in writing and in a timely fashion, recommends the parties obtain expert assistance to inspect or investigate for possible material adverse facts to the transaction, and, if directed by the parties, drafts appropriate inspection or investigation contingencies. This provision is not limited to the condition of the property, but includes other material adverse facts to the transaction, including but not limited to defects and conditions included within the report

form under ss. ~~703.33 and 709.03~~ and 709.33, Stats. A licensee is not required to retain third party inspectors or investigators to perform investigations of information suggesting the possibility of a material adverse fact to the transaction.

**Comment:** This change is newly recommended by WRA.

SECTION 12. REEB 24.07 (5) is amended to read:

(5) RELIANCE UPON THIRD PARTY INSPECTIONS AND INVESTIGATIONS. If a licensee or a party in a transaction engages the services of a qualified third party to conduct a property inspection or investigation of material facts, the licensee may rely on the results of the inspection or investigation providing the licensee obtains a written report of the inspection or investigation and delivers a copy of the report to all interested parties in a timely manner.

**Comment:** This change is newly recommended by WRA.

SECTION 13. REEB 24.07 (8) (a) 1. and 1g. is repealed.

SECTION 14. REEB 24.07 (8) (a) 1m. created to read:

REEB 24.07 (8) (a) General requirements. ~~1.~~ 1m. A firm or licensee shall provide a written disclosure statement as prescribed under s. 452.135, Stats.

SECTION 15 REEB 24.07 (8) (a) 1r. is amended to read:

REEB 24.07 (8) (a) General requirements. 1r. ~~If a client enters into an agency agreement with a firm is negotiating on behalf of a party who is not the client of another firm and the negotiations are to receive brokerage services related to real estate primarily intended for use as a residential property containing one to 4 dwelling units, and the disclosure to clients is not incorporated into the agency agreement, the firm shall request the client's signed acknowledgement that the client party has received a copy of the written disclosure statement required in s. 452.135 (2), Stats.~~

**Comment:** This change is newly recommended by WRA. Previous version – REEB 24.07 (8) (a) General requirements. 1r. was repealed in entirety.

SECTION 16. REEB 24.07 (8) (d) (title), 1., 2., 3. and (8) (e) 1. are amended to read:

REEB 24.07 (8) (d) (title) ~~Subagency arrangements~~ Disclosure statements.

REEB 24.07 (8) (d) 1. A listing firm shall provide a disclosure statement to a customer as required in s. 452.135 (1), Stats., to the buyer if negotiations are being conducted directly with the buyer and not through a buyers firm unless the buyer's firm has an exclusive right to locate buyer agency agreement to remove the exclusive right to negotiate.

**Comment:** This change is newly recommended by WRA.

REEB 24.07 (8) (d) 2. A buyer's firm shall provide a disclosure statement to a customer as required in s. 452.135 (1), Stats., to a seller if negotiations are being conducted directly with the

seller and not through a seller's firm, unless the seller has waived the firm's duty to negotiate under s. 452.133(6), Stats.

**Comment:** Per Board request, WRA offered language clarification.

REEB 24.07 (8) (d) 3. A subagent shall provide a disclosure statement to a customer as required in s. 452.135 (1), Stats., with whom ~~he or she~~ the licensee is working but not to the principal firm's client.

REEB 24.07 (8) (e) 1. A licensee who is entering into agency agreements for lease or property management contracts shall provide to ~~his or her clients~~ the client the disclosure statement as required in s. 452.135 (2), Stats.

SECTION 17. REEB 24.075 (3) (a), (b) and (c) are amended to read:

REEB 24.075 (3) (a) The builder owns a bona fide interest in the real estate; and there is full disclosure as specified under s. ~~REEB 24.05 (1) (b)~~ 452.19 (1), Stats.

**Comment:** REEB 24.05(1) was revised to reflect statutory provision above in section 8. Check if it is the correct/appropriate statutory reference.

REEB 24.075 (3) (b) The builder and the licensee or the builder and the owner of the real estate are the same person or are commonly controlled corporations and whose business is selling improved property and not vacant land; and there is full disclosure as specified in s. ~~REEB 24.05 (1) (b)~~ 452.19 (1), Stats.

REEB 24.075 (3) (c) The agreement is a bona fide effort to maintain development quality or architectural uniformity and no consideration passes from ~~contractor~~ a builder to a licensee for soliciting this agreement.

SECTION 18. REEB 24.08 is amended to read:

REEB 24.08 **Agreements to be in writing.** A licensee shall put in writing all listing contracts, guaranteed sales agreements, buyer agency agreements, offers to purchase, property management agreements, ~~option contracts~~ options, financial obligations and any other ~~commitments~~ written proposals regarding transactions, expressing the exact agreement of the parties unless the writing is completed by the parties or their attorneys or the writing is outside the scope of the licensee's authority under ch. REEB 16.

SECTION 19. REEB 24.085 is amended to read:

REEB 24.085 **False portrayal of interest, prohibited.** No licensee shall draft or use any document ~~which~~ that the licensee knows falsely portrays an interest in real estate.

SECTION 20. REEB 24.09 is amended to read:



REEB 24.09 **Securing agency agreements.** ~~A Licensees licensee~~ may not mislead a potential client regarding the benefits ~~which that might be realized through the use of~~ by using the licensee's services. A licensee also may not mislead a potential client regarding the market value of real estate or a business opportunity to be leased, rented, purchased, optioned, or sold under an agency agreement.

SECTION 21. REEB 24.12 (1) and (2) are amended to read:

REEB 24.12 (1) Except as provided in sub. (2), a licensee acting as a principal or an agent in a real estate or business opportunity transaction shall not disclose any of the terms of one prospective buyer's offer to purchase, exchange agreement or option ~~contract proposal~~ to any other prospective buyer or to any person with the intent that this information be disclosed to any other prospective buyer. Licensees shall encourage all prospective buyers to submit their best offers. A licensee may, but is not required to, disclose information known by the licensee regarding the existence of other offers on the property, ~~the fact that a seller has accepted an offer,~~ that the offer is subject to contingencies, and that the offer is subject to a clause requiring removal of certain contingencies upon the occurrence of an event such as receipt, acceptance, or conditional acceptance of another offer.

REEB 24.12 (2) ~~As used in this subsection, "right of first refusal" means the right of a person to have the first opportunity to purchase or lease real property. "Right of first refusal" does not mean a so-called "bump clause" which is a contingency provision in a purchase agreement that requires the prospective buyer to remove certain contingencies in the buyer's purchase agreement or to relinquish the buyer's primary status to a secondary offer.~~ If a licensee is providing brokerage services in a transaction and the licensee has knowledge that the property is subject to a right of first refusal, the licensee shall disclose the right of first refusal, in writing and in a timely manner, to all persons seeking to acquire an interest subject to the right of first refusal. After disclosure of the right of first refusal to a party seeking to acquire an interest in the property, the licensee may deliver a copy of that party's ~~subsequent~~ offer to purchase, exchange agreement, option ~~contract~~ or lease ~~proposal~~ to the party holding the right of first refusal.

SECTION 22. REEB 24.13 (1), and (2) (title), are amended to read:

REEB 24.13 (1) Licensees shall not refuse to draft or submit any written proposal unless the terms of the written proposal would be contrary to specific written instructions of the other party.

REEB 24.13 (2) (title) ~~WITHHOLDING WRITTEN PROPOSALS PROHIBITED~~ ACCESS TO PROPERTY FOR SHOWINGS.

SECTION 23. REEB 24.13 (2) (a) is renumbered to REEB 24.13 (2) and amended to read:

REEB 24.13 (2) Listing firms shall permit access to listed property for showing purposes, to all buyers and persons assisting or advising buyers, without unreasonable delay, unless the buyer's or other person's access is contrary to specific written instructions of the seller. Persons assisting or advising buyers for this subsection does not include any inspectors, testers, appraisers, or contractors unless the seller has provided specific written permission.

SECTION 24. REEB 24.13 (2) (b) is repealed.

SECTION 25. REEB 24.13 (3) (b) is amended to read:

REEB 24.13 (3) (b) A listing licensed ~~individual~~ broker acting as a sole proprietor or licensee associated with a listing firm may not submit ~~his or her own~~ a personal written proposal or offer to purchase a property ~~which~~ that the firm has listed if the licensee has knowledge of the terms of any pending offer, except that a firm may arrange for a guaranteed sale at the time of listing.

SECTION 26. REEB 24.13 (3) (c) is created to read:

REEB 24.13 (3) (c) Licensees shall promptly present all written proposals received to the licensee's client or customer unless the presentation would be contrary to specific written instructions from the licensee's client or customer. Licensees shall not withhold any written proposal from presentation pending the party's action on a written proposal previously presented unless the presentation would be contrary to specific written instructions from the licensee's client or customer.

**Comment:** Additional language is newly recommended by WRA.

SECTION 27. REEB 24.13 (5) is amended to read:

REEB 24.13 (5) NEGOTIATION THROUGH FIRM. A licensee may not negotiate a sale or lease of real estate directly with a party if the licensee knows that the party has an unexpired written contract in connection with the real estate ~~which~~ that grants to another licensee an exclusive right to sell, lease, or negotiate. All negotiations shall be conducted with the firm holding the exclusive right to sell, lease, or negotiate, and not with the party, except with the consent of the firm or where the absence of the firm, or other similar circumstances, reasonably compels direct negotiation with the party. A listing firm has no duty to investigate whether a buyer has granted a buyer's agent an exclusive right to negotiate.

SECTION 28. REEB 24.15 is amended to read:

REEB 24.15 **Adequate funds required.** Licensees ~~shall~~ may not issue checks upon business or trust accounts ~~which~~ that contain insufficient funds.

SECTION 29. REEB 24.16 is repealed.

**Comment:** New comment, WRA recommends the repeal.

SECTION 30. REEB 24.17 (1), (2m) and (3) are amended to read:

REEB 24.17 (1) Licensees may not violate, or aid or abet the violation of, any law the circumstances of which substantially relate to the practices of a real estate licensee. A licensee, who has been convicted of a crime, shall send to the board, within 48 hours after the judgment of conviction, a copy of the complaint or other information ~~which~~ that describes the nature of the crime and the judgment of conviction in order that the board ~~may~~ determine whether the

circumstances of the crime of which the licensee was convicted are substantially related to the practice of a real estate licensee, pursuant to s. 111.335 (3) (a), Stats.

REEB 24.17 (2m) The board may revoke a license ~~or registration on the basis of~~ based on a conviction of a felony that is a bar to licensure ~~or registration~~ under s. 452.25 (1) (a), Stats.

REEB 24.17 (3) VIOLATION OF STATUTES, ADMINISTRATIVE CODE AND ~~DISCIPLINARY BOARD~~ ORDERS. Licensees ~~shall~~ may not violate any provisions or terms or conditions of, or aid or abet the violation of ch. 452, Stats., chs. REEB 11 to 25 or any ~~disciplinary~~ order of, the board.

SECTION 31. 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.

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(END OF TEXT OF RULE)  
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**State of Wisconsin  
Department of Safety & Professional Services**

**AGENDA REQUEST FORM**

<b>1) Name and title of person submitting the request:</b> Jennifer Dohm, Records Management Program Supervisor		<b>2) Date when request submitted:</b> 4/1/2021 <small>Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting</small>																																		
<b>3) Name of Board, Committee, Council, Sections:</b> Real Estate Examining Board																																				
<b>4) Meeting Date:</b> 4/15/2021	<b>5) Attachments:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>6) How should the item be titled on the agenda page?</b> Credentialing Matters 1) Licenses Issued Between Meetings																																		
<b>7) Place Item in:</b> <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	<b>8) Is an appearance before the Board being scheduled?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>9) Name of Case Advisor(s), if required:</b>																																		
<b>10) Describe the issue and action that should be addressed:</b> Review the reciprocal credentialing data in the table below.																																				
<b>Credential Methods Counts from 12/10/2020 to 3/31/2021</b>																																				
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 40%;">PROFESSION NAME</th> <th style="width: 40%;">METHOD DESCRIPTION</th> <th style="width: 20%;">COUNT</th> </tr> </thead> <tbody> <tr><td>Real Estate Broker(90)</td><td>By Exam</td><td style="text-align: center;">53</td></tr> <tr><td>Real Estate Broker(90)</td><td>OLAS</td><td style="text-align: center;">37</td></tr> <tr><td>Real Estate Broker(90)</td><td>Out of State Licensure</td><td style="text-align: center;">10</td></tr> <tr><td>Real Estate Broker(90)</td><td>Reciprocity</td><td style="text-align: center;">5</td></tr> <tr><td>Real Estate Business Entity(91)</td><td>Original Application - Never Licensed Before</td><td style="text-align: center;">54</td></tr> <tr><td>Real Estate Business Entity(91)</td><td>OLAS</td><td style="text-align: center;">27</td></tr> <tr><td>Real Estate Salesperson(94)</td><td>By Exam</td><td style="text-align: center;">450</td></tr> <tr><td>Real Estate Salesperson(94)</td><td>OLAS</td><td style="text-align: center;">544</td></tr> <tr><td>Real Estate Salesperson(94)</td><td>Out of State Licensure</td><td style="text-align: center;">43</td></tr> <tr><td>Real Estate Salesperson(94)</td><td>Reciprocity</td><td style="text-align: center;">13</td></tr> </tbody> </table>				PROFESSION NAME	METHOD DESCRIPTION	COUNT	Real Estate Broker(90)	By Exam	53	Real Estate Broker(90)	OLAS	37	Real Estate Broker(90)	Out of State Licensure	10	Real Estate Broker(90)	Reciprocity	5	Real Estate Business Entity(91)	Original Application - Never Licensed Before	54	Real Estate Business Entity(91)	OLAS	27	Real Estate Salesperson(94)	By Exam	450	Real Estate Salesperson(94)	OLAS	544	Real Estate Salesperson(94)	Out of State Licensure	43	Real Estate Salesperson(94)	Reciprocity	13
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<b>11) Authorization</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%; border-bottom: 1px solid black;">Jennifer Dohm</td> <td style="width: 30%; border-bottom: 1px solid black; text-align: right;">4.1.2021</td> </tr> <tr> <td style="border-bottom: 1px solid black;"><b>Signature of person making this request</b></td> <td style="border-bottom: 1px solid black; text-align: right;"><b>Date</b></td> </tr> <tr> <td style="border-bottom: 1px solid black;"><b>Supervisor (if required)</b></td> <td style="border-bottom: 1px solid black; text-align: right;"><b>Date</b></td> </tr> <tr> <td colspan="2" style="border-bottom: 1px solid black;"><b>Executive Director signature (indicates approval to add post agenda deadline item to agenda)    Date</b></td> </tr> </table>				Jennifer Dohm	4.1.2021	<b>Signature of person making this request</b>	<b>Date</b>	<b>Supervisor (if required)</b>	<b>Date</b>	<b>Executive Director signature (indicates approval to add post agenda deadline item to agenda)    Date</b>																										
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<b>Directions for including supporting documents:</b> 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.																																				

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

**AGENDA REQUEST FORM**

<b>1) Name and Title of Person Submitting the Request:</b> Kimberly Wood, Program Assistant Supervisor-Adv. on behalf of Adam Barr, Executive Director		<b>2) Date When Request Submitted:</b> 3/30/2021 <small>Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting</small>	
<b>3) Name of Board, Committee, Council, Sections:</b> All Boards, Sections and Councils			
<b>4) Meeting Date:</b>	<b>5) Attachments:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>6) How should the item be titled on the agenda page?</b> 2021-2023 Licensure Fee and Credential Schedule	
<b>7) Place Item in:</b> <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	<b>8) Is an appearance before the Board being scheduled?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>9) Name of Case Advisor(s), if required:</b> N/A	
<b>10) Describe the issue and action that should be addressed:</b> Please review the attached occupational licensure fee report which outlines new licensure and renewal fees effective as of 7/1/2021.			
<b>11) Authorization</b>			
<i>Kimberly Wood</i>		3/30/2021	
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			
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Board Project Code	Project	Project Name	21-23							Fee Set/Limited by Statute or Rule
			Current Initial_Fee	Current Renewal_Fee	21-23 Initial Fee	21-23 Renewal Fee	Initial Fee_Change	Renewal Fee_Change		
16500P1ACBD000	16500P1ACBD001	Accountant CPA	\$ 43.00	\$ 43.00	\$ 43.00	\$ 43.00	\$ -	\$ -		
16500P1ACBD000	16500P1ACBD003	Accounting Firm	\$ 43.00	\$ 43.00	\$ 43.00	\$ 43.00	\$ -	\$ -		
16500P1ADLD000	16500P1ADLD055	Acupuncturist	\$ 75.00	\$ 75.00	\$ 55.00	\$ 55.00	\$ (20.00)	\$ (20.00)		
16500P1AESD000	16500P1ARCD005	Architect	\$ 68.00	\$ 68.00	\$ 55.00	\$ 55.00	\$ (13.00)	\$ (13.00)		
16500P1AESD000	16500P1ARCD011	Architectural or Engineer Corp	\$ 68.00	\$ 68.00	\$ 55.00	\$ 55.00	\$ (13.00)	\$ (13.00)		
16500P1AESD000	16500P1DSND007	Designer Engineering Systems	\$ 68.00	\$ 68.00	\$ 55.00	\$ 55.00	\$ (13.00)	\$ (13.00)		
16500P1AESD000	16500P1ENGD006	Engineer Professional	\$ 68.00	\$ 68.00	\$ 55.00	\$ 55.00	\$ (13.00)	\$ (13.00)		
16500P1AESD000	16500P1ENGD500	Engineer Training	\$ 68.00	\$ -	\$ 55.00	\$ -	\$ (13.00)	\$ -		
16500P1AESD000	16500P1LSAD014	Landscape Architect	\$ 68.00	\$ 68.00	\$ 55.00	\$ 55.00	\$ (13.00)	\$ (13.00)		
16500P1AESD000	16500P1LSRD008	Land Surveyor Professional	\$ 68.00	\$ 68.00	\$ 55.00	\$ 55.00	\$ (13.00)	\$ (13.00)		
16500P1APPD000	16500P1APPD004	Appraiser Licensed	\$ 16.00	\$ 16.00	\$ 16.00	\$ 16.00	\$ -	\$ -		
16500P1APPD000	16500P1APPD009	Appraiser Residential Cert	\$ 16.00	\$ 16.00	\$ 16.00	\$ 16.00	\$ -	\$ -		
16500P1APPD000	16500P1APPD010	Appraiser General Cert	\$ 16.00	\$ 16.00	\$ 16.00	\$ 16.00	\$ -	\$ -		
16500P1APPD000	16500P1APPD900	Appraisal Management Company	\$ 4,000.00	\$ 2,000.00	\$ 4,000.00	\$ 2,000.00	\$ -	\$ -	<a href="#">Maximum fee Set by Wis. Stat. 458.33 (2) (b) - currently at the maximum</a>	
16500P1ATHD000	16500P1ATHD097	Athletic Agent	\$ 38.00	\$ 38.00	\$ 38.00	\$ 38.00	\$ -	\$ -		
16500P1AUBD000	16500P1AUBD052	Auctioneer	\$ 47.00	\$ 47.00	\$ 47.00	\$ 47.00	\$ -	\$ -		
16500P1AUBD000	16500P1AUBD053	Auction Company	\$ 47.00	\$ 47.00	\$ 47.00	\$ 47.00	\$ -	\$ -		
16500P1BRBD000	16500P1BRBD180	Barber Establishment	\$ 63.00	\$ 63.00	\$ 60.00	\$ 60.00	\$ (3.00)	\$ (3.00)		
16500P1BRBD000	16500P1BRBD182	Barber	\$ 63.00	\$ 63.00	\$ 60.00	\$ 60.00	\$ (3.00)	\$ (3.00)		
16500P1BRBD000	16500P1BRBD183	Barber Instructor	\$ 63.00	\$ 63.00	\$ 60.00	\$ 60.00	\$ (3.00)	\$ (3.00)		
16500P1BRBD000	16500P1BRBD187	Barber School	\$ 63.00	\$ 63.00	\$ 60.00	\$ 60.00	\$ (3.00)	\$ (3.00)		
16500P1BRBD000	16500P1BRBD601	Barber Apprentice	\$ 10.00	\$ -	\$ 10.00	\$ -	\$ -	\$ -		
16500P1BXMA000	16500P1BXMA263	Boxing Contestant	\$ 40.00	\$ 40.00	\$ 40.00	\$ 40.00	\$ -	\$ -	<a href="#">Fee set by Wis. Stat. Ch. 444</a>	
16500P1BXMA000	16500P1BXMA264	Boxing Contest Professional	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ -	\$ -	<a href="#">Fee set by Wis. Stat. Ch. 444</a>	
16500P1BXMA000	16500P1BXMA265	Second	\$ 40.00	\$ 40.00	\$ 40.00	\$ 40.00	\$ -	\$ -	<a href="#">Fee set by Wis. Stat. Ch. 444</a>	
16500P1BXMA000	16500P1BXMA266	Boxing Promoter Professional	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ -	\$ -	<a href="#">Fee set by Wis. Stat. Ch. 444</a>	
16500P1BXMA000	16500P1BXMA267	Mix Martial Arts Judge	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ -	\$ -	<a href="#">Fee set by Wis. Stat. Ch. 444</a>	
16500P1BXMA000	16500P1BXMA268	Mix Martial Arts Referee	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ -	\$ -	<a href="#">Fee set by Wis. Stat. Ch. 444</a>	
16500P1BXMA000	16500P1BXMA270	Matchmaker	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ -	\$ -	<a href="#">Fee set by Wis. Stat. Ch. 444</a>	
16500P1BXMA000	16500P1BXMA271	Physician Ringside	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ -	\$ -	<a href="#">Fee set by Wis. Stat. Ch. 444</a>	
16500P1BXMA000	16500P1BXMA272	Timekeeper	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ -	\$ -	<a href="#">Fee set by Wis. Stat. Ch. 444</a>	
16500P1BXMA000	16500P1BXMA274	Boxing Judge	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ -	\$ -	<a href="#">Fee set by Wis. Stat. Ch. 444</a>	
16500P1BXMA000	16500P1BXMA275	Boxing Referee	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ -	\$ -	<a href="#">Fee set by Wis. Stat. Ch. 444</a>	
16500P1BXMA000	16500P1BXMA276	Mix Martial Arts Amateur Conte	\$ 40.00	\$ 40.00	\$ 40.00	\$ 40.00	\$ -	\$ -	<a href="#">Fee set by Wis. Stat. Ch. 444</a>	
16500P1BXMA000	16500P1BXMA277	Mix Martial Arts Contestant Pr	\$ 40.00	\$ 40.00	\$ 40.00	\$ 40.00	\$ -	\$ -	<a href="#">Fee set by Wis. Stat. Ch. 444</a>	
16500P1BXMA000	16500P1BXMA278	Mix Martial Arts Prof Club	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ -	\$ -	<a href="#">Fee set by Wis. Stat. Ch. 444</a>	

Board Project Code	Project	Project Name	21-23						Fee Set/Limited by Statute or Rule
			Current Initial_Fee	Current Renewal_Fee	21-23 Initial Fee	21-23 Renewal Fee	Initial Fee_Change	Renewal Fee_Change	
16500P1BXMA000	16500P1BXMA279	Mix Martial Arts Contest Prof	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ -	\$ -	<a href="#">Fee set by Wis. Stat. Ch. 444</a>
16500P1BXMA000	16500P1BXMA280	Mix Martial Arts Promoter Prof	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ -	\$ -	<a href="#">Fee set by Wis. Stat. Ch. 444</a>
16500P1BXMA000	16500P1BXMA281	Unarmed Combat Promoter	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ -	\$ -	<a href="#">Fee set by Wis. Stat. Ch. 444</a>
16500P1BXMA000	16500P1BXMA282	Unarmed Combat Contest	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ -	\$ -	<a href="#">Fee set by Wis. Stat. Ch. 444</a>
16500P1BXMA000	16500P1BXMA283	Kickboxing Contestant Amateur	\$ 40.00	\$ 40.00	\$ 40.00	\$ 40.00	\$ -	\$ -	<a href="#">Fee set by Wis. Stat. Ch. 444</a>
16500P1BXMA000	16500P1BXMA284	Kickboxing Contestant Prof	\$ 40.00	\$ 40.00	\$ 40.00	\$ 40.00	\$ -	\$ -	<a href="#">Fee set by Wis. Stat. Ch. 444</a>
16500P1BXMA000	16500P1BXMA285	Muay Thai Contestant Amateur	\$ 40.00	\$ 40.00	\$ 40.00	\$ 40.00	\$ -	\$ -	<a href="#">Fee set by Wis. Stat. Ch. 444</a>
16500P1BXMA000	16500P1BXMA287	Kickboxing Judge	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ -	\$ -	<a href="#">Fee set by Wis. Stat. Ch. 444</a>
16500P1BXMA000	16500P1BXMA288	Muay Thai Judge	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ -	\$ -	<a href="#">Fee set by Wis. Stat. Ch. 444</a>
16500P1BXMA000	16500P1BXMA289	Kickboxing Referee	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ -	\$ -	<a href="#">Fee set by Wis. Stat. Ch. 444</a>
16500P1BXMA000	16500P1BXMA290	Muay Thai Referee	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ -	\$ -	<a href="#">Fee set by Wis. Stat. Ch. 444</a>
16500P1CACD000	16500P1CACD098	Crematory Authority	\$ 75.00	\$ 75.00	\$ 53.00	\$ 53.00	\$ (22.00)	\$ (22.00)	
16500P1CEMD000	16500P1CEMD095	Cemetery Authority Licensed	\$ 75.00	\$ 75.00	\$ 60.00	\$ 60.00	\$ (15.00)	\$ (15.00)	
16500P1CEMD000	16500P1CEMD096	Cemetery Salesperson	\$ 75.00	\$ 75.00	\$ 60.00	\$ 60.00	\$ (15.00)	\$ (15.00)	
16500P1CEMD000	16500P1CEMD101	Cemetery Preneed Seller	\$ 75.00	\$ 75.00	\$ 60.00	\$ 60.00	\$ (15.00)	\$ (15.00)	
16500P1CEMD000	16500P1CEMD102	Cemetery Authority Religious	\$ 75.00	\$ -	\$ 60.00	\$ -	\$ (15.00)	\$ -	
16500P1CEMD000	16500P1CEMD195	Cemetery Authority Registered	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ -	\$ -	
16500P1CHID000	16500P1CHID012	Chiropractor	\$ 75.00	\$ 75.00	\$ 60.00	\$ 60.00	\$ (15.00)	\$ (15.00)	
16500P1CHID000	16500P1CHID113	Chiropractic Radiological Tech	\$ 53.00	\$ 53.00	\$ 53.00	\$ 53.00	\$ -	\$ -	
16500P1CHID000	16500P1CHID114	Chiropractic Tech	\$ 53.00	\$ 53.00	\$ 53.00	\$ 53.00	\$ -	\$ -	
16500P1COSD000	16500P1COSD069	Aesthetics Establishment	\$ 11.00	\$ 11.00	\$ 11.00	\$ 11.00	\$ -	\$ -	
16500P1COSD000	16500P1COSD070	Electrology Establishment	\$ 11.00	\$ 11.00	\$ 11.00	\$ 11.00	\$ -	\$ -	
16500P1COSD000	16500P1COSD071	Manicuring Establishment	\$ 11.00	\$ 11.00	\$ 11.00	\$ 11.00	\$ -	\$ -	
16500P1COSD000	16500P1COSD072	Aesthetics Instructor	\$ 11.00	\$ 11.00	\$ 11.00	\$ 11.00	\$ -	\$ -	
16500P1COSD000	16500P1COSD073	Electrology Instructor	\$ 11.00	\$ 11.00	\$ 11.00	\$ 11.00	\$ -	\$ -	
16500P1COSD000	16500P1COSD074	Manicuring Instructor	\$ 11.00	\$ 11.00	\$ 11.00	\$ 11.00	\$ -	\$ -	
16500P1COSD000	16500P1COSD080	Cosmetology Establishment	\$ 11.00	\$ 11.00	\$ 11.00	\$ 11.00	\$ -	\$ -	
16500P1COSD000	16500P1COSD082	Cosmetologist	\$ 11.00	\$ 11.00	\$ 11.00	\$ 11.00	\$ -	\$ -	
16500P1COSD000	16500P1COSD083	Cosmetology Instructor	\$ 11.00	\$ 11.00	\$ 11.00	\$ 11.00	\$ -	\$ -	
16500P1COSD000	16500P1COSD084	Electrologist	\$ 11.00	\$ 11.00	\$ 11.00	\$ 11.00	\$ -	\$ -	
16500P1COSD000	16500P1COSD085	Manicurist	\$ 11.00	\$ 11.00	\$ 11.00	\$ 11.00	\$ -	\$ -	
16500P1COSD000	16500P1COSD086	Aesthetician	\$ 11.00	\$ 11.00	\$ 11.00	\$ 11.00	\$ -	\$ -	
16500P1COSD000	16500P1COSD087	Cosmetology School	\$ 11.00	\$ 11.00	\$ 11.00	\$ 11.00	\$ -	\$ -	
16500P1COSD000	16500P1COSD088	Electrology School	\$ 11.00	\$ 11.00	\$ 11.00	\$ 11.00	\$ -	\$ -	
16500P1COSD000	16500P1COSD089	Manicuring School	\$ 11.00	\$ 11.00	\$ 11.00	\$ 11.00	\$ -	\$ -	
16500P1COSD000	16500P1COSD600	Cosmetology Apprentice	\$ 10.00	\$ -	\$ 10.00	\$ -	\$ -	\$ -	
16500P1DEND000	16500P1DEND015	Dentist	\$ 74.00	\$ 74.00	\$ 60.00	\$ 60.00	\$ (14.00)	\$ (14.00)	

Board Project Code	Project	Project Name	Current		21-23		21-23		Fee Set/Limited by Statute or Rule
			Initial_Fee	Renewal_Fee	Initial Fee	Renewal Fee	Initial Fee_Change	Renewal Fee_Change	
16500P1DEND000	16500P1DEND016	Dental Hygienist	\$ 74.00	\$ 74.00	\$ 60.00	\$ 60.00	\$ (14.00)	\$ (14.00)	
16500P1DEND000	16500P1DEND115	Dentistry Mobile Progr Registr	\$ 74.00	\$ 74.00	\$ 60.00	\$ 60.00	\$ (14.00)	\$ (14.00)	
16500P1DSPS000	16500P1DSPS049	DSPS Licensed Midwife	\$ 59.00	\$ 59.00	\$ 59.00	\$ 59.00	\$ -	\$ -	
16500P1DSPS000	16500P1DSPS064	DSPS Firearms Certifier	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
16500P1DSPS000	16500P1DSPS109	DSPS WI Regis Interior Design	\$ 59.00	\$ 59.00	\$ 59.00	\$ 59.00	\$ -	\$ -	
16500P1DSPS000	16500P1DSPS118	Juvenile Martial Arts Instruct	\$ 59.00	\$ 59.00	\$ 59.00	\$ 59.00	\$ -	\$ -	
16500P1DSPS000	16500P1DSPS140	DSPS Behavior Analyst	\$ 59.00	\$ 59.00	\$ 59.00	\$ 59.00	\$ -	\$ -	
16500P1DSPS000	16500P1DSPS184	DSPS Transportation Network Co	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	<a href="#">Maximum fee Set by Wis. Stat. 440.415 - currently at the maximum</a>
16500P1DSPS000	16500P1DSPS850	DSPS Temp Educ Training Permit	\$ 10.00	\$ -	\$ 10.00	\$ -	\$ -	\$ -	
16500P1DSPS000	16500P1DSPS876	DSPS Special License	\$ 59.00	\$ -	\$ 59.00	\$ -	\$ -	\$ -	
16500P1FDRD000	16500P1FDRD075	Funeral Dir Excl Embalm	\$ 75.00	\$ 75.00	\$ 60.00	\$ 60.00	\$ (15.00)	\$ (15.00)	
16500P1FDRD000	16500P1FDRD076	Funeral Dir Good Standing	\$ 75.00	\$ 75.00	\$ 60.00	\$ 60.00	\$ (15.00)	\$ (15.00)	
16500P1FDRD000	16500P1FDRD077	Funeral Director	\$ 75.00	\$ 75.00	\$ 60.00	\$ 60.00	\$ (15.00)	\$ (15.00)	
16500P1FDRD000	16500P1FDRD078	Funeral Establishment	\$ 75.00	\$ 75.00	\$ 60.00	\$ 60.00	\$ (15.00)	\$ (15.00)	
16500P1FDRD000	16500P1FDRD107	Agent Burial Agreements	\$ 75.00	\$ -	\$ 60.00	\$ -	\$ (15.00)	\$ -	
16500P1FDRD000	16500P1FDRD700	Funeral Dir Apprentice	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ -	\$ -	
16500P1GHSD000	16500P1GEOD013	Geologist Professional	\$ 56.00	\$ 56.00	\$ 56.00	\$ 56.00	\$ -	\$ -	
16500P1GHSD000	16500P1GEOD201	Geology Firm	\$ 56.00	\$ 56.00	\$ 56.00	\$ 56.00	\$ -	\$ -	
16500P1GHSD000	16500P1HYDD111	Hydrologist Professional	\$ 56.00	\$ 56.00	\$ 56.00	\$ 56.00	\$ -	\$ -	
16500P1GHSD000	16500P1HYDD202	Hydrology Firm	\$ 56.00	\$ 56.00	\$ 56.00	\$ 56.00	\$ -	\$ -	
16500P1GHSD000	16500P1SSCD112	Soil Scientist Professional	\$ 56.00	\$ 56.00	\$ 56.00	\$ 56.00	\$ -	\$ -	
16500P1GHSD000	16500P1SSCD203	Soil Scientist Firm	\$ 56.00	\$ 56.00	\$ 56.00	\$ 56.00	\$ -	\$ -	
16500P1HADD000	16500P1HADD060	Hearing Instrument Spec	\$ 75.00	\$ 75.00	\$ 60.00	\$ 60.00	\$ (15.00)	\$ (15.00)	
16500P1HADD000	16500P1HADD154	Speech Language Pathologist	\$ 75.00	\$ 75.00	\$ 60.00	\$ 60.00	\$ (15.00)	\$ (15.00)	
16500P1HADD000	16500P1HADD156	Audiologist	\$ 75.00	\$ 75.00	\$ 60.00	\$ 60.00	\$ (15.00)	\$ (15.00)	
16500P1MADD000	16500P1MADD036	Art Therapist	\$ 68.00	\$ 68.00	\$ 51.00	\$ 51.00	\$ (17.00)	\$ (17.00)	
16500P1MADD000	16500P1MADD037	Dance Therapist	\$ 68.00	\$ 68.00	\$ 51.00	\$ 51.00	\$ (17.00)	\$ (17.00)	
16500P1MADD000	16500P1MADD038	Music Therapist	\$ 68.00	\$ 68.00	\$ 51.00	\$ 51.00	\$ (17.00)	\$ (17.00)	
16500P1MEDD000	16500P1ANS017	Anesthesiology Assist	\$ 75.00	\$ 75.00	\$ 60.00	\$ 60.00	\$ (15.00)	\$ (15.00)	
16500P1MEDD000	16500P1ATBD039	Athletic Trainer	\$ 75.00	\$ 75.00	\$ 60.00	\$ 60.00	\$ (15.00)	\$ (15.00)	
16500P1MEDD000	16500P1DABD029	Dietician Certified	\$ 75.00	\$ 75.00	\$ 60.00	\$ 60.00	\$ (15.00)	\$ (15.00)	
16500P1MEDD000	16500P1DSPS851	DSPS Resident Educ License	\$ 10.00	\$ -	\$ 10.00	\$ -	\$ -	\$ -	
16500P1MEDD000	16500P1DSPS875	DSPS Special Permit	\$ 75.00	\$ -	\$ 60.00	\$ -	\$ (15.00)	\$ -	
16500P1MEDD000	16500P1HMOP048	Home Med Oxygen Provider	\$ 59.00	\$ 59.00	\$ 59.00	\$ 59.00	\$ -	\$ -	
16500P1MEDD000	16500P1MEDD020	Medicine Surgery MD	\$ 75.00	\$ 75.00	\$ 60.00	\$ 60.00	\$ (15.00)	\$ (15.00)	
16500P1MEDD000	16500P1MEDD021	Medicine Surgery OD	\$ 75.00	\$ 75.00	\$ 60.00	\$ 60.00	\$ (15.00)	\$ (15.00)	



Board Project Code	Project	Project Name	21-23						Fee Set/Limited by Statute or Rule
			Current Initial_Fee	Current Renewal_Fee	21-23 Initial Fee	21-23 Renewal Fee	Initial Fee_Change	Renewal Fee_Change	
16500P1MEDD000	16500P1MEDD220	Administrative Physician MD	\$ 75.00	\$ 75.00	\$ 60.00	\$ 60.00	\$ (15.00)	\$ (15.00)	
16500P1MEDD000	16500P1MEDD221	Administrative Physician OD	\$ 75.00	\$ 75.00	\$ 60.00	\$ 60.00	\$ (15.00)	\$ (15.00)	
16500P1MEDD000	16500P1MEDD320	Medicine Surgery MD Compact	\$ 75.00	\$ 75.00	\$ 60.00	\$ 60.00	\$ (15.00)	\$ (15.00)	
16500P1MEDD000	16500P1MEDD321	Medicine Surgery OD Compact	\$ 75.00	\$ 75.00	\$ 60.00	\$ 60.00	\$ (15.00)	\$ (15.00)	
16500P1MEDD000	16500P1MTBD146	Massage Therapy Bodyworker	\$ 75.00	\$ 75.00	\$ 60.00	\$ 60.00	\$ (15.00)	\$ (15.00)	
16500P1MEDD000	16500P1OTBD026	Occupational Therapist	\$ 75.00	\$ 75.00	\$ 60.00	\$ 60.00	\$ (15.00)	\$ (15.00)	
16500P1MEDD000	16500P1OTBD027	Occupational Therapist Assist	\$ 75.00	\$ 75.00	\$ 60.00	\$ 60.00	\$ (15.00)	\$ (15.00)	
16500P1MEDD000	16500P1PHAD023	Physician Assistant	\$ 75.00	\$ 75.00	\$ 60.00	\$ 60.00	\$ (15.00)	\$ (15.00)	
16500P1MEDD000	16500P1PODD025	Podiatrist	\$ 75.00	\$ 75.00	\$ 60.00	\$ 60.00	\$ (15.00)	\$ (15.00)	
16500P1MEDD000	16500P1PRFD018	Perfusionist	\$ 75.00	\$ 75.00	\$ 60.00	\$ 60.00	\$ (15.00)	\$ (15.00)	
16500P1MEDD000	16500P1RSPD028	Respiratory Care Practitioner	\$ 75.00	\$ 75.00	\$ 60.00	\$ 60.00	\$ (15.00)	\$ (15.00)	
16500P1MFTD000	16500P1CPCD125	Counselor Professional Licen	\$ 62.00	\$ 62.00	\$ 60.00	\$ 60.00	\$ (2.00)	\$ (2.00)	
16500P1MFTD000	16500P1CPCD226	Counselor Professional Trn	\$ 62.00	\$ -	\$ 60.00	\$ -	\$ (2.00)	\$ -	
16500P1MFTD000	16500P1MFTD124	Marriage Family Therapist	\$ 62.00	\$ 62.00	\$ 60.00	\$ 60.00	\$ (2.00)	\$ (2.00)	
16500P1MFTD000	16500P1MFTD228	Marriage Family Therapist Trn	\$ 62.00	\$ -	\$ 60.00	\$ -	\$ (2.00)	\$ -	
16500P1MFTD000	16500P1SOCD120	Social Worker	\$ 62.00	\$ 62.00	\$ 60.00	\$ 60.00	\$ (2.00)	\$ (2.00)	
16500P1MFTD000	16500P1SOCD121	Social Worker Adv Practice	\$ 62.00	\$ 62.00	\$ 60.00	\$ 60.00	\$ (2.00)	\$ (2.00)	
16500P1MFTD000	16500P1SOCD122	Social Worker Independent	\$ 62.00	\$ 62.00	\$ 60.00	\$ 60.00	\$ (2.00)	\$ (2.00)	
16500P1MFTD000	16500P1SOCD123	Social Worker Lic Clinical	\$ 62.00	\$ 62.00	\$ 60.00	\$ 60.00	\$ (2.00)	\$ (2.00)	
16500P1MFTD000	16500P1SOCD127	Social Worker Training	\$ 62.00	\$ -	\$ 60.00	\$ -	\$ (2.00)	\$ -	
16500P1NHAD000	16500P1NHAD065	Nursing Home Administrator	\$ 75.00	\$ 75.00	\$ 60.00	\$ 60.00	\$ (15.00)	\$ (15.00)	
16500P1NURD000	16500P1NURD030	Nurse Registered	\$ 73.00	\$ 73.00	\$ 57.00	\$ 57.00	\$ (16.00)	\$ (16.00)	
16500P1NURD000	16500P1NURD031	Nurse Licensed Practical	\$ 73.00	\$ 73.00	\$ 57.00	\$ 57.00	\$ (16.00)	\$ (16.00)	
16500P1NURD000	16500P1NURD032	Nurse Midwife	\$ 73.00	\$ 73.00	\$ 57.00	\$ 57.00	\$ (16.00)	\$ (16.00)	
16500P1NURD000	16500P1NURD033	Nurse Adv Practice Prescriber	\$ 73.00	\$ 73.00	\$ 57.00	\$ 57.00	\$ (16.00)	\$ (16.00)	
16500P1OPTD000	16500P1OPTD035	Optometrist	\$ 75.00	\$ 75.00	\$ 60.00	\$ 60.00	\$ (15.00)	\$ (15.00)	
16500P1PDET000	16500P1PDET062	Private Detective Agency	\$ 8.00	\$ 8.00	\$ 8.00	\$ 8.00	\$ -	\$ -	
16500P1PDET000	16500P1PDET063	Private Detective	\$ 8.00	\$ 8.00	\$ 8.00	\$ 8.00	\$ -	\$ -	
16500P1PHMD000	16500P1PHMD040	Pharmacist	\$ 74.00	\$ 74.00	\$ 60.00	\$ 60.00	\$ (14.00)	\$ (14.00)	
16500P1PHMD000	16500P1PHMD042	Pharmacy In State	\$ 74.00	\$ 74.00	\$ 60.00	\$ 60.00	\$ (14.00)	\$ (14.00)	
16500P1PHMD000	16500P1PHMD043	Pharmacy Out of State	\$ 74.00	\$ 74.00	\$ 60.00	\$ 60.00	\$ (14.00)	\$ (14.00)	
16500P1PHMD000	16500P1PHMD044	Drug Device Manufacturer	\$ 74.00	\$ 74.00	\$ 60.00	\$ 60.00	\$ (14.00)	\$ (14.00)	
16500P1PHMD000	16500P1PHMD045	Wholesale Distrib Presc Drugs	\$ 74.00	\$ 74.00	\$ 60.00	\$ 60.00	\$ (14.00)	\$ (14.00)	
16500P1PHTD000	16500P1PHTD019	Physical Therapist Assistant	\$ 68.00	\$ 68.00	\$ 56.00	\$ 56.00	\$ (12.00)	\$ (12.00)	
16500P1PHTD000	16500P1PHTD024	Physical Therapist	\$ 68.00	\$ 68.00	\$ 56.00	\$ 56.00	\$ (12.00)	\$ (12.00)	
16500P1PSEC000	16500P1PSEC108	Private Security Person	\$ 27.00	\$ 27.00	\$ 27.00	\$ 27.00	\$ -	\$ -	
16500P1PSYD000	16500P1PSYD057	Psychologist	\$ 66.00	\$ 66.00	\$ 60.00	\$ 60.00	\$ (6.00)	\$ (6.00)	

Board Project Code	Project	Project Name	21-23						Fee Set/Limited by Statute or Rule
			Current Initial_Fee	Current Renewal_Fee	21-23 Initial Fee	21-23 Renewal Fee	Initial Fee_Change	Renewal Fee_Change	
16500P1PSYD000	16500P1PSYD058	School Psychologist Priv Prac	\$ 66.00	\$ 66.00	\$ 60.00	\$ 60.00	\$ (6.00)	\$ (6.00)	
16500P1RADD000	16500P1RADD142	Radiographer Licensed	\$ 65.00	\$ 65.00	\$ 54.00	\$ 54.00	\$ (11.00)	\$ (11.00)	
16500P1RADD000	16500P1RADD144	Ltd Xray Machine Oper Permit	\$ 65.00	\$ 65.00	\$ 54.00	\$ 54.00	\$ (11.00)	\$ (11.00)	
16500P1REBD000	16500P1REBD090	Real Estate Broker	\$ 75.00	\$ 75.00	\$ 60.00	\$ 60.00	\$ (15.00)	\$ (15.00)	
16500P1REBD000	16500P1REBD091	Real Estate Business Entity	\$ 75.00	\$ 75.00	\$ 60.00	\$ 60.00	\$ (15.00)	\$ (15.00)	
16500P1REBD000	16500P1REBD093	Timeshare Salesperson	\$ 75.00	\$ 75.00	\$ 60.00	\$ 60.00	\$ (15.00)	\$ (15.00)	
16500P1REBD000	16500P1REBD094	Real Estate Salesperson	\$ 75.00	\$ 75.00	\$ 60.00	\$ 60.00	\$ (15.00)	\$ (15.00)	
16500P1RHID000	16500P1RHID106	Home Inspector	\$ 51.00	\$ 51.00	\$ 51.00	\$ 51.00	\$ -	\$ -	
16500P1SAAC000	16500P1SAAC130	Subst Abuse Counselor Training	\$ 75.00	\$ 75.00	\$ 60.00	\$ 60.00	\$ (15.00)	\$ (15.00)	
16500P1SAAC000	16500P1SAAC131	Subst Abuse Counselor	\$ 75.00	\$ 75.00	\$ 60.00	\$ 60.00	\$ (15.00)	\$ (15.00)	
16500P1SAAC000	16500P1SAAC132	Subst Abuse Counselor Clinical	\$ 75.00	\$ 75.00	\$ 60.00	\$ 60.00	\$ (15.00)	\$ (15.00)	
16500P1SAAC000	16500P1SAAC133	Subst Abuse Clin Sup Training	\$ 75.00	\$ 75.00	\$ 60.00	\$ 60.00	\$ (15.00)	\$ (15.00)	
16500P1SAAC000	16500P1SAAC134	Subst Abuse Intermed Clin Sup	\$ 75.00	\$ 75.00	\$ 60.00	\$ 60.00	\$ (15.00)	\$ (15.00)	
16500P1SAAC000	16500P1SAAC135	Subst Abuse Indep Clin Sup	\$ 75.00	\$ 75.00	\$ 60.00	\$ 60.00	\$ (15.00)	\$ (15.00)	
16500P1SAAC000	16500P1SAAC136	Subst Abuse Prev Specialist Tr	\$ 75.00	\$ 75.00	\$ 60.00	\$ 60.00	\$ (15.00)	\$ (15.00)	
16500P1SAAC000	16500P1SAAC137	Subst Abuse Prevent Specialist	\$ 75.00	\$ 75.00	\$ 60.00	\$ 60.00	\$ (15.00)	\$ (15.00)	
16500P1SAND000	16500P1SAND197	Sanitarians Registered	\$ 75.00	\$ 75.00	\$ 51.00	\$ 51.00	\$ (24.00)	\$ (24.00)	
16500P1SLID000	16500P1SLID150	Sign Language Interp	\$ 75.00	\$ 75.00	\$ 60.00	\$ 60.00	\$ (15.00)	\$ (15.00)	
16500P1SLID000	16500P1SLID151	Sign Lanugage Interpr Restrict	\$ 75.00	\$ 75.00	\$ 60.00	\$ 60.00	\$ (15.00)	\$ (15.00)	
16500P1TANE000	16500P1TANE401	Tanning Establishments	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ -	\$ -	
16500P1TBAP000	16500P1TBAP402	Tattoo Body Art Piercing Estab	\$ 135.00	\$ 220.00	\$ 135.00	\$ 220.00	\$ -	\$ -	<a href="#">Set by Wis. Admin. Code SPS 221.05 - \$135 for tattoo OR body art establishment; \$220 for tattoo AND body art establishment</a>
16500P1TBAP000	16500P1TBAP403	Tattoo Body Art Piercing Pract	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ -	\$ -	
16500P1TBAP000	16500P1TBAP404	Body Piercing	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ -	\$ -	

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

**AGENDA REQUEST FORM**

<b>1) Name and title of person submitting the request:</b> Kimberly Wood, Program Assistant Supervisor-Adv.		<b>2) Date when request submitted:</b> 4/5/2021 Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting	
<b>3) Name of Board, Committee, Council, Sections:</b> Real Estate Examining Board			
<b>4) Meeting Date:</b> 4/15/2021	<b>5) Attachments:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>6) How should the item be titled on the agenda page?</b> Newsletter Matters	
<b>7) Place Item in:</b> <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	<b>8) Is an appearance before the Board being scheduled?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>9) Name of Case Advisor(s), if required:</b> N/A	
<b>10) Describe the issue and action that should be addressed:</b> The Board should review the draft newsletter (DSPS SharePoint site) and begin discussing topics such as timing of distribution and considering content for inclusion in future communications.			
<b>11) Authorization</b>			
<i>Kimberly Wood</i>		4/5/2021	
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	
<b>Directions for including supporting documents:</b> 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.			