



North Dakota Real Estate Commission Special Meeting Minutes -- FINAL
10:45 a.m., Thursday, June 25, 2026 – virtual only
1120 College Dr Ste 204, Bismarck, ND

www.realestatend.org

Present virtually: Steven Bitz, chair; Steven Link, vice chair; members: Tate Cymbaluk, Scott Breidenbach, Sandra Meyer. Staff: Jeanne Prom, executive director. David Phillips, special assistant attorney general. Other staff and members of the public also present.

1. Call to order, roll call and determination of quorum. Chair Mr. Steven Bitz called the meeting to order at 10:45 a.m. Ms. Jeanne Prom, executive director, called the roll, with a quorum of all members present. Chair Bitz requested a motion to approve the agenda as presented. Mr. Tate Cymbaluk moved to approve the agenda as presented. Ms. Sandra Meyer seconded. Motion carried by unanimous voice vote.
2. Action on annual report to comply with NDCC 43-51.1-03.
 - A. Review of available interstate compacts.

Ms. Prom reported that NDCC 43-51.1-03(6) requires that unless an occupational licensing board or commission is a member of an interstate compact, defined in NDCC 43-51.1-01(5), the board or commission must annually review available interstate compacts to determine whether joining the interstate compact would be in the best interest of the licensed profession, giving consideration to workforce shortages and evolving trends in occupation licensure and technology.

The North Dakota Real Estate Commission (NDREC) is not a member of an interstate compact. Ms. Prom reported that her research into available interstate compacts included reviewing an online database of all interstate compacts, and consulting with the Association for Real Estate License Law Officials (ARELLO). Ms. Prom found no known existing interstate compacts for real estate licensing.

Ms. Prom also reported that the Commission's current reciprocal agreements with Minnesota, Iowa, and Georgia do not meet the definitions of "effective interstate compact" or "interstate compact" in NDCC 43-51.1(4) and (5). In 2024, NDREC contacted South Dakota and Montana real estate licensing authorities. Neither state was interested in entering into a reciprocal licensing agreement with NDREC, nor were these agreements intended to meet the definitions of interstate compacts in NDCC 43-51.1(4) and (5).
 - B. Data on licenses granted, denied, and not issued within 10 days.

Ms. Prom reported that NDCC 43-51.1-03(5) requires that by July 31 of 2026 and 2027, licensing boards or commissions must report to the Labor Commissioner data on number of licenses granted, number of licenses denied, number of licenses not issued within the 10-day timeline, and the reason for delay for licenses being issued after the 10-day timeline. The 10-day timeline begins once the Commission receives a "complete, unencumbered, routine application." A "routine application" is defined in NDCC 43-51.1-01(9) as "an application that meets all the requirements for licensure with no derogatory or adverse information in the application," and a complete application includes all required documents/online submissions and fees.

Ms. Prom reported that by July 31, 2026, she will submit this information for July 1, 2025 through June 30, 2026. Number of licenses granted is estimated at 200. The number of licenses denied is 3. All licenses were issued within the statutory 10-day timeline.

Chair Bitz asked for any comments or questions and a motion to accept the report. Mr. Scott Breidenbach moved to accept the report on interstate compacts and licensing data as presented, to submit to the Department of Labor. Mr. Cymbaluk seconded. Discussion: There was no further discussion. Roll call vote: ayes – Ms. Meyer, Mr. Breidenbach, Mr. Cymbaluk, Mr. Link, Mr. Bitz; nays – none. Motion carried unanimously.

Adjourn. Chair Bitz adjourned the meeting at 10:51 a.m.