

**BOARD RESOLUTION ADOPTING THE COMPLIANCE REVIEW REPORT AND  
FINDINGS BY THE SPB COMPLIANCE REVIEW DIVISION OF  
THE BUREAU OF REAL ESTATE**

**WHEREAS**, the State Personnel Board (SPB or Board) at its duly noticed meeting of November 7, 2013, carefully reviewed and considered the attached Compliance Review Report of the Bureau of Real Estate submitted by SPB's Compliance Review Division.

**WHEREAS**, the Report was prepared following a baseline review of the Bureau of Real Estate's personnel practices. It details the background, scope, and methodology of the review, and the findings and recommendations.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board hereby adopts the Report, including all findings and recommendations contained therein. A true copy of the Report shall be attached to this Board Resolution and the adoption of the Board Resolution shall be reflected in the record of the meeting and the Board's minutes.

  
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SUZANNE M. AMBROSE  
Executive Officer



801 Capitol Mall Sacramento, CA 95814 | [www.spb.ca.gov](http://www.spb.ca.gov)

Governor Edmund G. Brown Jr.

October 29, 2013

Mr. Wayne Bell  
Real Estate Commissioner  
Bureau of Real Estate  
1651 Exposition Blvd.  
Sacramento, CA 95815

RE: Compliance Review Report

Dear Commissioner Bell,

The Bureau of Real Estate (BRE) was established on July 1, 2013. BRE was formerly the Department of Real Estate (DRE).

The State Personnel Board conducted a baseline compliance review of DRE's examinations and appointments during the period of May 1, 2011 through October 31, 2012. The primary objective of the review was to determine if DRE's personnel practices, policies, and procedures complied with state civil service laws and board regulations, and to recommend corrective action where deficiencies were identified.

DRE provided the documents that SPB requested. A cross-section of DRE's examinations and appointments was selected for review to ensure that samples of various examinations were analyzed. The SPB also interviewed appropriate DRE staff.

The Compliance Review Division (CRD) has found no deficiencies in the review of DRE's administration of examinations and appointments. The CRD will submit its findings to the five-member State Personnel Board and recommend adoption. The Board will issue a resolution either adopting these findings or issuing its own findings and order. In either event, you will be notified of the Board's action. The final Board action will be posted on the SPB's website.

Mr. Wayne Bell  
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We greatly appreciated the cooperation and assistance provided by DRE personnel. If you have questions or comments, please contact me at (916) 651-0924.

Sincerely,



James L. Murray  
Compliance Review Division

Cc: Liz Garcia, Personnel Liaison, Administration and Licensing Branch