

Escrow Committee Meeting Minutes

January 23, 2014

Attendees:

Committee Members:

Philip Dryden, Chair

Julie Booth

Laurie LeMay

Consumer Services Division Representation:

Deb Bortner, Division Director

Cindy Fazio, Financial Legal Examiner

Charlie Clark, Enforcement Program Manager

Rick St. Onge, Examinations Program Manager

Lorenda Lillard, Licensing Program Manager

Joepaul Wong, Financial Examiner

Dawn Woolery, Licensing Supervisor

Guests:

Shalini Chhabra

Wayne Bell

Gary Fredrickson

Key West Escrow

Jan O'Neil

Jenny Williams

Stacey Wiley

Lora

Michele Baldwin

Cyril

Kay Oliver

Mary

Meeting Called to Order at 9:04 a.m.

Welcome

Approve Minutes from September 18, 2013 Meeting

The September 18, 2013 minutes were approved by all.

Legislative Update

No escrow legislation to our knowledge.

Rules Update

Rules effective January 1, 2014.

Licensing Update

Escrow Agent Numbers as of 01/16/14:

- 78 Main Offices (79 reported at the September 2013 meeting)
- 9 Branch Offices (14 reported at the September 2013 meeting)
- 109 Active Escrow Officers (124 reported at the September 2013 meeting)
- 67 Inactive Escrow Officers (56 reported at the September 2013 meeting)
- 176 Total Escrow Officers (180 reported at the September 2013 meeting)

Examinations Update

Exams completed as of 01/23/14:

- 4 Exams completed in October
 - 2 Exams completed in November
 - 4 Exams will be completed in December
- } 10 exams completed from
Oct 2013-Dec 2013

Average number of violations per exam: 2

Common Violations

- Overdrawn Escrow Accounts
- Voided checks cleared the trust account
- Funds deposited to wrong account

Retention of Voided Checks

- Physical voided checks scanned and destroyed
- Failed to retain stop payment confirmations and maintain voided check logs

Month-end Reconciliation Procedures

- Failed to sign and date the month-end reconciliation
- Failed to retain all required month-end reconciliation reports

Enforcement Update

From September 2013 to December 2013, DFI's Enforcement Unit received 15 complaints and closed 12 complaints.

Investigations

Investigations – Pending (EARA only) 8

Investigations – Closed in Period (all industries) 10

Consent Order (issued in period) – 1

- TRG Settlement Services, LLP, d/b/a Convenient Closing Services: 11/20/2013 [C-13-1290-13-CO01].

See DFI's website for more details on this action:

http://www.dfi.wa.gov/cs/adminactions_2013.htm

Old Business

None.

New Business

DFI will be contacting the committee members to schedule the 2014 meetings.

Meeting adjourned at 9:49 a.m.

You may listen to a recording of the entire meeting at:

http://www.dfi.wa.gov/cs/escrow/escrow_commission.htm