

IOWA REAL ESTATE APPRAISER EXAMINING BOARD  
200 E. Grand, Suite 350, Des Moines | Bureau Conference Room  
Telephone Conference Call  
January 20, 2015 | 9:00 a.m.

Meeting Conducted by Telephone Conference Call because it was not practical or economically feasible to personally attend a meeting for the limited agenda.

**Board Members present for all or part of the meeting:**

Fred Greder	Gene Nelsen, Chair
Greg Harms	Lee Schoenewe
Amanda Luscombe, Vice Chair	Joan Scotter

**Board Members Not Present:**

Caryl Swaim

**Staff present:**

Toni Bright, Executive Officer	Lori SchraderBachar, Site Manager
Renee Paulsen, Licensing Specialist	

**Public:**

None

**Call to Order**

Call to Order by Nelsen at 9:01 a.m.  
Quorum was established

**Motion by Scotter to Approve the December 9, 2014 open and closed session minutes**

Seconded by Harms

VOTE: Aye: all      Nay: None      Abstaining: none

Motion passed

Nelsen approved Bright to sign the minutes on his behalf.

**Motion by Scotter to approve travel for Investigator Training (AARO/TAF)**

Level 1 in March, David Passmore, Level 3 in September, Julie Ann Griffith, William Pruett, Toni Bright.

Seconded by Greder

VOTE: Aye: all      Nay: None      Abstaining: none

Motion passed

**Motion by Schoenewe to approve Executive Officer for travel to AARO Spring Conference.**

Seconded by Scotter

VOTE: Aye: all      Nay: None      Abstaining: none

Motion passed

**Work Product Review**

**Motion by Harms to approve the work product of Kevin Nelson and Jeffrey Hilborn.**

Seconded by Greder

VOTE: Aye: all           Nay: None     Abstaining: None

Motion passed

**Review Committee for Associate Progress Reports**

Nelsen assigned Luscombe, Scotter and Greder to be a part of the committee. Each agreed to serve. This is a short term committee to review the progress of associate towards certification.

**Motion by Scotter to refer case #14-29 Rash to the Attorney General's Office for nonpayment**

Seconded by Luscombe

VOTE: Aye: all           Nay: None     Abstaining: none

Motion passed

**Motion by Harms to extend PSI exam contract until 6/30/2017 for appraiser applicants.**

Seconded by Luscombe

VOTE: Aye: all           Nay: None     Abstaining: none

Motion passed

**Board Member Reports**

Schoenewe announced that he did not apply for reappointment to the Board. Board members expressed their disappointment and thank to Schoenewe for his work on the board. His current term ends on April 30.

Greder requested that the next Board agenda include discussion of the Board's role in the distance of a supervisor and trainee.

**Assistant Attorney General Report**

None

**Staff Reports**

SchraderBachar mentioned that the next newsletter will be published in March; if board members have any articles, they should submit them by February 1.

Bright presented some 2014 year end numbers. Bright reported the office had received applications for 34 Work Product Reviews and 173 Temporary Permits. The board received 34 complaints and had 7 disciplinary actions.

Bright discussed safety concerns at meetings and hearings. Bright told the Board to notify her if anyone has safety concerns or feels a potential threat prior to, or during, a hearing. PLB will make accommodations for an officer to be present.

**Public Comment**

None

**Closed Session**

**Motion by Nelsen to go into closed session at 9:35 a.m. pursuant to Iowa Code section 21.5(1)(a) & (d) and 272C.6(4) to review pending licensee discipline cases and investigations.**

Second by Scotter

VOTE: Roll call: Greder, aye; Harms, aye; Luscombe, aye; Nelsen, aye; Schoenewe, aye; and Scotter, aye. Motion carried.

**Open Session**

**Motion by Nelsen at 9:37 a.m. to return to open session.**

Seconded by Scotter

VOTE: Aye: all      Nay: none      Abstaining: none

Motion passed unanimously

**Motion by Nelsen to close case 14-32.**

Seconded by Schoenewe

VOTE: Aye: all      Nay: none      Abstaining: none

Motion passed

**Motion by Nelsen to find probable cause in case 14-10.**

Seconded by Scotter

VOTE: Aye: all      Nay: none      Abstaining: Greder

Motion passed

The next meeting will be March 9<sup>th</sup> at 10:30 a.m. at the PLB office.

**Adjournment**

The meeting was adjourned by Nelsen at 9:42 a.m.

These minutes accurately reflect the minutes approved by the Board at the meeting on:

3/9/15  
DATE

  
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By: Gene Nelsen, Chair